

# **OFFICE OF ADMINISTRATION**

## **BUDGET REQUEST 2008**

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Commissioner  
Office of Administration

**Book 1 of 2**

**Includes Governor Recommends**



**TABLE OF CONTENTS  
OFFICE OF ADMINISTRATION  
FY 2008 BUDGET**

**BOOK 1 of 2**

<b>Department Overview</b>	1	<b>Purchasing and Materials Management</b>		<b>Debt and Related Obligations</b>	
<b>State Auditor's Reports Form</b>	2	Operating Core	267	Board of Public Buildings - Debt Service Core	516
<b>Department Wide Requests</b>		Bid & Performance Bonds Refunds Core	276	BPB Debt Service Increase	523
Pay Plan - COLA	3	Federal Surplus Property - Operating Core	281	HB 5 Debt - Arbitrage/Refunding/Fees Core	529
Personal Service Reclassifications	27	Fixed Price Vehicle and Equipment Program Core	289	BPB - Bond Proceeds A 2006 Debt Service Core	534
<b>Commissioner's Office</b>		Surplus Property - Recycling Core	296	Lease/Purchase - Debt Payments Core	539
Operating Core	37	Surplus Property - Recycling Transfer	303	Board of Unemployment Fund Financing Transfer	544
Office of Supplier & Workforce Diversity Core	44	Surplus Property Proceeds/Transfer Core	309	Board of Unemployment Fund Financing Debt Service	549
OSWD Initiatives	50	<b>Facilities Management, Design &amp; Construction</b>		Board of Unemployment Fund Financing Fees	554
MLK, Jr Celebration Commission Core	58	Governor's Mansion Donations Core	318	MOHEFA MU Columbia Arena Project Debt Service Core	559
<b>Accounting</b>		Asset Management Core	324	MOHEFA MU Columbia Arena Project Debt Service Increase	563
Operating Core	65	Newly Acquired Facilities Operations	339	MOHEFA/SMS Agriculture Building Core	569
<b>Budget and Planning</b>		Institutional Consolidation	344	Debt Management Core	574
Operating Core	76	DED/DOLIR Additional Consolidation	351	New Jobs Training Certificate Core	579
2010 Census/Redistricting Preparation	87	Energy Conservation Core	357	Convention/Sports-Bartle Hall Core	584
Tax Expenditure Report Core	94	Operating Maintenance & Repair Core	362	Convention/Sports-Jackson County Core	589
Specialized Research Core	99	Second State Capitol Commission Core	367	Convention/Sports-Edward Jones Dome Core	594
Revenue Maximization Project Core	104	Facility Management Services Core	372	<b>Administrative Disbursements</b>	
<b>Information Technology Services</b>		<b>General Services</b>		CMIA and Other Federal Payments Core	599
Consolidation Core	118	Operating Core	378	Audit Recovery Distribution Core	606
Agriculture Wireless Mobility	142	Optical Character Mail Sorting Equipment	396	Sheriffs Concealed Carry Reimbursement	611
Corrections Network Upgrade	147	Mail Consolidation	402	GR Transfer to Facilities Maintenance Reserve Fund Core	616
Health MOHSAIC Support	152	Property Preservation Fund Transfer Core	409	Cash Flow Loans Core	621
Probation and Parole Wireless Mobility	158	Property Preservation Fund Core	414	Payback Cash Flow Loans Core	626
Veterans Commission Software	163	Fleet Vehicle Replacement	419	Cash Flow Loan Interest Payment Core	631
Health LIMS Software	170	Rebillable Expenses Core	426	Budget Reserve Required Transfer Core	636
Health Family Care Safety Registry Enhancement	175	Central Mail Services Postage	430	Fund Corrections Core	641
Health Education Registries	182	Legal Expense Fund Transfer Core	437	Federal/Other Funds Transfer Core	646
Health BNDD Database	188	Legal Expense Fund Payments Core	442	Healthy Families Trust Fund Transfers Core	654
Revenue MV/DL System Replacement	194			Central Services Cost Allocation Plan Core	673
Critical Technical Infrastructure Upgrade	198	<b>BOOK 2 of 2</b>		Excess RATF Transfer Core	692
DOLIR Workers Comp System Analysis	204	<b>Assigned Programs</b>		RATF Transfer to SFMOF	697
Health Integrated Voice Response System	209	Administrative Hearing Commission Core	447	Flood Control Core	702
Pre-Consolidation Operating Core	216	Office of Child Advocate Core	457	National Forest Receipts Core	709
Telecommunications Core	224	Children's Trust Fund Core	467	Clarence Cannon Transfer and Payment Core	715
<b>Personnel</b>		Children's Trust Fund Program Distributions Core	474	Prosecutions-Crimes in Correctional Inst./Cap Cases Core	724
Operating Core	233	Governor's Council on Disability Core	479	Regional Planning Commission Core	731
PAB Appeals	248	GCD-Youth Leadership Forum Appropriation Authority	486	MO Commission on Intergovernmental Cooperation Core	736
Examination Development	255	Missouri Public Entity Risk Management Program Core	492	State Auditor Transition Core	741
Employee Suggestion Award Core	262	Missouri Ethics Commission Core	500		





## OFFICE OF ADMINISTRATION OVERVIEW

The Office of Administration (OA) is the state's service and administrative control agency. Created by the General Assembly on January 15, 1973, it combines and coordinates the central management functions of state government. OA's responsibilities were clarified and amended by the Omnibus State Reorganization Act of 1974.

The chief administrative officer is the commissioner of administration who is appointed by the governor with the advice and consent of the Senate. The commissioner appoints the directors of the divisions who are responsible to him. The OA divisions are: **Accounting**-maintains all financial records for state appropriations and funds, processes payments, controls production of warrants, and distributes checks; **Budget and Planning**- analyzes state government programs and provides recommendations and information to the Governor, General Assembly, and state agencies regarding fiscal and other policies; **Facilities Management, Design and Construction**- provides project management and construction administration for capital improvement projects; operates, maintains and manages state-owned office buildings and other structures, and is responsible for acquiring and managing leased space; **General Services**-provides agencies with a variety of support services such as printing, fleet management, administration of the Legal Expense Fund and the state employee workers' compensation program, vehicle maintenance, and mail services; **Information Technology Services**- manages consolidated state information technology resources for all state agencies; provides mainframe computer processing services to all state agencies through the consolidated State Data Center, manages the State's telecommunication services, and provides Internet services, IT education services, and network support to all state agencies; **Personnel**- provides central human resource (HR) management programs and services to all executive branch departments in compliance with the State Personnel Law; and **Purchasing and Materials Management**- centralizes procurement to save money by purchasing supplies, materials, and services in larger quantities and encourages competitive bidding and awards on all contracts; transfers and/or disposes of state agencies' surplus property to maximize state resources; administers the Federal Surplus Program.

A number of boards and commissions' budgets are also appropriated to OA: Administrative Hearing Commission; Martin Luther King, Jr. Celebration Commission; Office of Child Advocate; Children's Trust Fund; Life Sciences Research Board; Missouri Public Entity Risk Management (MOPERM); and the Missouri Ethics Commission. The Board of Fund Commissioners' budget appears in a separate book.

The Office of Administration administers a number of debt and related debt obligations appropriations, various pass-through distributions from the federal government, and statutory payments and reimbursements to political subdivisions throughout the State.

Appropriations for all State employee benefits, such as social security, retirement, and health insurance, are appropriated centrally to the Office of Administration in House Bill 5, and appear in a separate budget book entitled "Employee Benefits."



## State Auditor's Reports, Oversight Evaluations, and Missouri Sunset Act Reports

Program or Division Name	Type of Report	Date Issued	Website
Comprehensive Annual Financial Report Year Ended 6/30/05	State Auditor's Report	Jan-06	<a href="http://www.oa.mo.gov/acct/cafrfy2005/OpinionLetter.pdf">http://www.oa.mo.gov/acct/cafrfy2005/OpinionLetter.pdf</a>
Comprehensive Annual Financial Report Year Ended 6/30/04	State Auditor's Report	Dec-04	<a href="http://www.oa.mo.gov/acct/cafrfy2004/OpinionLetter.pdf">http://www.oa.mo.gov/acct/cafrfy2004/OpinionLetter.pdf</a>
Comprehensive Annual Financial Report Year Ended 6/30/03	State Auditor's Report	Apr-03	<a href="http://www.oa.mo.gov/acct/cafrfy2003/OpinionLetter.pdf">http://www.oa.mo.gov/acct/cafrfy2003/OpinionLetter.pdf</a>
State of Missouri Single Audit Year Ended 6/30/05	State Auditor's Report	Mar-06	<a href="http://www.auditor.mo.gov/press/2006-18.htm">http://www.auditor.mo.gov/press/2006-18.htm</a>
State of Missouri Single Audit Year Ended 6/30/04	State Auditor's Report	Mar-05	<a href="http://www.auditor.mo.gov/press/2005-18.htm">http://www.auditor.mo.gov/press/2005-18.htm</a>
State of Missouri Single Audit Year Ended 6/30/03	State Auditor's Report	Mar-04	<a href="http://www.auditor.mo.gov/press/2004-14.htm">http://www.auditor.mo.gov/press/2004-14.htm</a>
Facilities Management/Leasing	Oversight Evaluation	Dec-04	<a href="http://www.moga.mo.gov/oversight/over04/audit/OADivisionacilitiesManagementStLeasing_12-13-04.pdf">http://www.moga.mo.gov/oversight/over04/audit/OADivisionacilitiesManagementStLeasing_12-13-04.pdf</a>
General Services, Fleet Management	State Auditor's Report	Dec-05	<a href="http://www.auditor.mo.gov/press/2005-96.pdf">http://www.auditor.mo.gov/press/2005-96.pdf</a>
General Services, Vehicle Maintenance	State Auditor's Report	Oct-03	<a href="http://www.auditor.mo.gov/press/2003-107.pdf">http://www.auditor.mo.gov/press/2003-107.pdf</a>
General Services, Flight Operations	State Auditor's Report	Apr-03	<a href="http://www.auditor.mo.gov/press/2003-28.pdf">http://www.auditor.mo.gov/press/2003-28.pdf</a>
General Services, Fleet Management	State Auditor's Report	Sep-03	<a href="http://www.auditor.mo.gov/press/2001-94.pdf">http://www.auditor.mo.gov/press/2001-94.pdf</a>
Administrative Hearing Commission	State Auditor's Report	Sep-05	<a href="http://auditor.mo.gov/press/2005-67.htm">http://auditor.mo.gov/press/2005-67.htm</a>
Missouri Ethics Commission	State Auditor's Report	Aug-06	<a href="http://auditor.mo.gov/press/2006-51.htm">http://auditor.mo.gov/press/2006-51.htm</a>



**NEW DECISION ITEM**  
**RANK:** 2 **OF** 24

<b>Department</b> Office of Administration	<b>Budget Unit</b> Various
<b>Division</b> All Budget Units with Personal Service	
<b>DI Name</b> Cost-of-Living General Structure Adjustment <b>DI#</b> 0000012	

**1. AMOUNT OF REQUEST**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<hr/>				
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds:

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	1,099,705	490,583	1,081,489	2,671,777
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>1,099,705</b>	<b>490,583</b>	<b>1,081,489</b>	<b>2,671,777</b>
<hr/>				
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	538,416	240,189	529,497	1,308,102
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds: Various Other funds from which salaries are paid

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input checked="" type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

The Governor has recommended a 3% cost-of-living (COLA) general structure adjustment for all employees, excluding elected officials, legislators, and judges.

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>COMMISSIONER'S OFFICE-OPER</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
PERSONNEL ANAL II	0	0.00	0	0.00	0	0.00	1,251	0.00
PERSONNEL CLERK	0	0.00	0	0.00	0	0.00	2,587	0.00
HUMAN RESOURCES MGR B2	0	0.00	0	0.00	0	0.00	1,732	0.00
STATE DEPARTMENT DIRECTOR	0	0.00	0	0.00	0	0.00	3,506	0.00
DESIGNATED PRINCIPAL ASST DEPT	0	0.00	0	0.00	0	0.00	5,075	0.00
LEGAL COUNSEL	0	0.00	0	0.00	0	0.00	2,340	0.00
CHIEF COUNSEL	0	0.00	0	0.00	0	0.00	2,897	0.00
SPECIAL ASST OFFICE & CLERICAL	0	0.00	0	0.00	0	0.00	1,094	0.00
SPECIAL ASST PROFESSIONAL	0	0.00	0	0.00	0	0.00	874	0.00
ASST TO DIRECTOR-BRDS&COMMS	0	0.00	0	0.00	0	0.00	1,054	0.00
DEPUTY DIR OF LEGISLATIVE AFRS	0	0.00	0	0.00	0	0.00	1,200	0.00
RECEPTIONIST	0	0.00	0	0.00	0	0.00	842	0.00
LABORER	0	0.00	0	0.00	0	0.00	897	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>25,349</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$25,349</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$25,349</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>OFF SUPPLIER WKFCE DIV</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
MINORITY/WOMEN CERT COOR	0	0.00	0	0.00	0	0.00	1,128	0.00
MINORITY PURCHASING ASST	0	0.00	0	0.00	0	0.00	756	0.00
FISCAL & ADMINISTRATIVE MGR B1	0	0.00	0	0.00	0	0.00	1,128	0.00
DESIGNATED PRINCIPAL ASST DEPT	0	0.00	0	0.00	0	0.00	2,493	0.00
SPECIAL ASST PROFESSIONAL	0	0.00	0	0.00	0	0.00	1,287	0.00
SPECIAL ASST OFFICE & CLERICAL	0	0.00	0	0.00	0	0.00	1,870	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>8,662</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$8,662</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$8,662</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ACCOUNTING - OPERATING</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
ADMIN OFFICE SUPPORT ASSISTANT	0	0.00	0	0.00	0	0.00	1,794	0.00
ACCOUNT CLERK I	0	0.00	0	0.00	0	0.00	2,064	0.00
ACCOUNT CLERK II	0	0.00	0	0.00	0	0.00	1,724	0.00
ACCOUNTANT I	0	0.00	0	0.00	0	0.00	8,755	0.00
ACCOUNTANT II	0	0.00	0	0.00	0	0.00	6,371	0.00
ACCOUNTANT III	0	0.00	0	0.00	0	0.00	1,360	0.00
ACCOUNTING SPECIALIST I	0	0.00	0	0.00	0	0.00	1,959	0.00
ACCOUNTING SPECIALIST III	0	0.00	0	0.00	0	0.00	1,300	0.00
ACCOUNTING ANAL I	0	0.00	0	0.00	0	0.00	5,779	0.00
ACCOUNTING ANAL II	0	0.00	0	0.00	0	0.00	4,552	0.00
ACCOUNTING ANAL III	0	0.00	0	0.00	0	0.00	1,334	0.00
CENTRAL ACCOUNTING TECH	0	0.00	0	0.00	0	0.00	5,318	0.00
COMPLIANCE AUDITOR I	0	0.00	0	0.00	0	0.00	1,054	0.00
COMPLIANCE AUDITOR II	0	0.00	0	0.00	0	0.00	1,202	0.00
FISCAL & ADMINISTRATIVE MGR B1	0	0.00	0	0.00	0	0.00	3,112	0.00
FISCAL & ADMINISTRATIVE MGR B2	0	0.00	0	0.00	0	0.00	7,093	0.00
FISCAL & ADMINISTRATIVE MGR B3	0	0.00	0	0.00	0	0.00	4,723	0.00
DIVISION DIRECTOR	0	0.00	0	0.00	0	0.00	2,695	0.00
DESIGNATED PRINCIPAL ASST DIV	0	0.00	0	0.00	0	0.00	2,842	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>65,031</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$65,031</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$65,031</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>



# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>BUDGET &amp; PLANNING - OPER</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
ADMIN OFFICE SUPPORT ASSISTANT	0	0.00	0	0.00	0	0.00	2,904	0.00
ACCOUNTING ANAL III	0	0.00	0	0.00	0	0.00	1,300	0.00
BUDGET & PLNG ANAL II	0	0.00	0	0.00	0	0.00	8,001	0.00
BUDGET & PLNG SR ANAL	0	0.00	0	0.00	0	0.00	9,034	0.00
ECONOMIST (OA/REVENUE)	0	0.00	0	0.00	0	0.00	3,144	0.00
STATE DEMOGRAPHER	0	0.00	0	0.00	0	0.00	2,023	0.00
EXECUTIVE I	0	0.00	0	0.00	0	0.00	1,074	0.00
PLANNER IV	0	0.00	0	0.00	0	0.00	1,818	0.00
FISCAL & ADMINISTRATIVE MGR B2	0	0.00	0	0.00	0	0.00	1,706	0.00
FISCAL & ADMINISTRATIVE MGR B3	0	0.00	0	0.00	0	0.00	13,158	0.00
DIVISION DIRECTOR	0	0.00	0	0.00	0	0.00	2,872	0.00
DESIGNATED PRINCIPAL ASST DIV	0	0.00	0	0.00	0	0.00	1,333	0.00
MISCELLANEOUS PROFESSIONAL	0	0.00	0	0.00	0	0.00	150	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>48,517</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$48,517</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$48,517</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
SR OFC SUPPORT ASST (CLERICAL)	0	0.00	0	0.00	0	0.00	3,159	0.00
ADMIN OFFICE SUPPORT ASSISTANT	0	0.00	0	0.00	0	0.00	7,633	0.00
SR OFC SUPPORT ASST (STENO)	0	0.00	0	0.00	0	0.00	1,600	0.00
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	4,000	0.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	11,540	0.00
DATA CONTROL CLERK I	0	0.00	0	0.00	0	0.00	623	0.00
DATA CONTROL CLERK II	0	0.00	0	0.00	0	0.00	862	0.00
EDP SCHEDULER	0	0.00	0	0.00	0	0.00	8,131	0.00
COMPUTER SUPPORT SVCS SPV	0	0.00	0	0.00	0	0.00	1,137	0.00
INFORMATION SUPPORT COOR	0	0.00	0	0.00	0	0.00	4,581	0.00
COMPUTER OPER TRNE	0	0.00	0	0.00	0	0.00	1,263	0.00
COMPUTER OPER I	0	0.00	0	0.00	0	0.00	2,995	0.00
COMPUTER OPER II	0	0.00	0	0.00	0	0.00	6,969	0.00
COMPUTER OPER III	0	0.00	0	0.00	0	0.00	6,480	0.00
COMPUTER OPERATIONS SPV I	0	0.00	0	0.00	0	0.00	7,952	0.00
COMPUTER OPERATIONS SPV II	0	0.00	0	0.00	0	0.00	1,446	0.00
MGR OF DP OPERATIONS	0	0.00	0	0.00	0	0.00	1,706	0.00
COMPUTER INFO TECH TRAINEE	0	0.00	0	0.00	0	0.00	12,102	0.00
COMPUTER INFO TECHNOLOGIST I	0	0.00	0	0.00	0	0.00	96,823	0.00
COMPUTER INFO TECHNOLOGIST II	0	0.00	0	0.00	0	0.00	121,920	0.00
COMPUTER INFO TECHNOLOGIST III	0	0.00	0	0.00	0	0.00	458,071	0.00
COMPUTER INFO SPEC IV	0	0.00	0	0.00	0	0.00	1,434	0.00
COMPUTER INFO TECH SUPV I	0	0.00	0	0.00	0	0.00	43,017	0.00
COMPUTER INFO TECH SUPV II	0	0.00	0	0.00	0	0.00	82,492	0.00
COMPUTER INFO TECH SPEC I	0	0.00	0	0.00	0	0.00	327,832	0.00
COMPUTER INFO TECH SPEC II	0	0.00	0	0.00	0	0.00	133,879	0.00
COMPUTER INFO TECH SPEC III	0	0.00	0	0.00	0	0.00	22,249	0.00
SECT MGR DIV OF INFO SVCS	0	0.00	0	0.00	0	0.00	4,345	0.00
COMP INFO TECHNOLOGY MGR II	0	0.00	0	0.00	0	0.00	14,336	0.00
COMP INFO TECHNOLOGY MGR I	0	0.00	0	0.00	0	0.00	28,526	0.00
PROCUREMENT OFCR I	0	0.00	0	0.00	0	0.00	2,694	0.00
ACCOUNT CLERK II	0	0.00	0	0.00	0	0.00	3,173	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
ACCOUNTANT I	0	0.00	0	0.00	0	0.00	999	0.00
ACCOUNTANT II	0	0.00	0	0.00	0	0.00	2,536	0.00
ACCOUNTANT III	0	0.00	0	0.00	0	0.00	1,300	0.00
ACCOUNTING SPECIALIST II	0	0.00	0	0.00	0	0.00	1,308	0.00
ACCOUNTING SPECIALIST III	0	0.00	0	0.00	0	0.00	1,389	0.00
ACCOUNTING ANAL III	0	0.00	0	0.00	0	0.00	1,706	0.00
TRAINING TECH III	0	0.00	0	0.00	0	0.00	650	0.00
EXECUTIVE I	0	0.00	0	0.00	0	0.00	3,309	0.00
MANAGEMENT ANALYSIS SPEC II	0	0.00	0	0.00	0	0.00	1,225	0.00
PERSONNEL CLERK	0	0.00	0	0.00	0	0.00	881	0.00
TELECOMMUN TECH I	0	0.00	0	0.00	0	0.00	836	0.00
TELECOMMUN TECH II	0	0.00	0	0.00	0	0.00	1,016	0.00
TELECOMMUN ANAL I	0	0.00	0	0.00	0	0.00	929	0.00
TELECOMMUN ANAL II	0	0.00	0	0.00	0	0.00	3,069	0.00
TELECOMMUN ANAL III	0	0.00	0	0.00	0	0.00	5,604	0.00
TELECOMMUN ANAL IV	0	0.00	0	0.00	0	0.00	8,876	0.00
PROGRAM COORDINATOR MH HLTH	0	0.00	0	0.00	0	0.00	1,571	0.00
GEOGRAPHIC INFO SYS TECH I	0	0.00	0	0.00	0	0.00	945	0.00
GEOGRAPHIC INFO SYS TECH II	0	0.00	0	0.00	0	0.00	1,137	0.00
GEOGRAPHIC INFO SYS ANALYST	0	0.00	0	0.00	0	0.00	6,567	0.00
GEOGRAPHIC INFO SYS SPECIALIST	0	0.00	0	0.00	0	0.00	7,817	0.00
GEOGRAPHIC INFO SYS COORDINATR	0	0.00	0	0.00	0	0.00	3,067	0.00
FAMILY SUPPORT ELIGIBILITY SPC	0	0.00	0	0.00	0	0.00	1,841	0.00
SERVICE MANAGER I	0	0.00	0	0.00	0	0.00	1,996	0.00
FISCAL & ADMINISTRATIVE MGR B2	0	0.00	0	0.00	0	0.00	5,110	0.00
OFFICE OF ADMINISTRATION MGR 2	0	0.00	0	0.00	0	0.00	3,388	0.00
DESIGNATED PRINCIPAL ASST DEPT	0	0.00	0	0.00	0	0.00	12,610	0.00
DIVISION DIRECTOR	0	0.00	0	0.00	0	0.00	2,189	0.00
DEPUTY DIVISION DIRECTOR	0	0.00	0	0.00	0	0.00	2,004	0.00
DESIGNATED PRINCIPAL ASST DIV	0	0.00	0	0.00	0	0.00	18,153	0.00
PROJECT SPECIALIST	0	0.00	0	0.00	0	0.00	1,971	0.00
CLERK	0	0.00	0	0.00	0	0.00	8,041	0.00

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
COMPUTER OPERATOR	0	0.00	0	0.00	0	0.00	2,171	0.00
DATA PROCESSOR TECHNICAL	0	0.00	0	0.00	0	0.00	1,609	0.00
DATA PROCESSOR PROFESSIONAL	0	0.00	0	0.00	0	0.00	1,826	0.00
DATA PROCESSING CONSULTANT	0	0.00	0	0.00	0	0.00	2,225	0.00
MISCELLANEOUS PROFESSIONAL	0	0.00	0	0.00	0	0.00	3,264	0.00
SPECIAL ASST OFFICIAL & ADMSTR	0	0.00	0	0.00	0	0.00	857	0.00
SPECIAL ASST PROFESSIONAL	0	0.00	0	0.00	0	0.00	20,085	0.00
SPECIAL ASST TECHNICIAN	0	0.00	0	0.00	0	0.00	2,082	0.00
SPECIAL ASST OFFICE & CLERICAL	0	0.00	0	0.00	0	0.00	4,465	0.00
OTHER	0	0.00	0	0.00	0	0.00	1,122	0.00
COMP INFO TECH I	0	0.00	0	0.00	0	0.00	12,509	0.00
COMP INFO TECH II	0	0.00	0	0.00	0	0.00	11,344	0.00
COMP INFO TECH III	0	0.00	0	0.00	0	0.00	6,297	0.00
COMP INFO TECH SPEC I	0	0.00	0	0.00	0	0.00	13,708	0.00
COMP INFO TECH SPEC II	0	0.00	0	0.00	0	0.00	2,600	0.00
MANAGER OF INFO TECH	0	0.00	0	0.00	0	0.00	5,994	0.00
CUSTODIAL WORKER I	0	0.00	0	0.00	0	0.00	1,488	0.00
CHIEF INFORMATION OFFICER	0	0.00	0	0.00	0	0.00	2,160	0.00
DIRECTOR	0	0.00	0	0.00	0	0.00	1,752	0.00
ASST DIRECTOR	0	0.00	0	0.00	0	0.00	1,264	0.00
SUPERVISOR	0	0.00	0	0.00	0	0.00	1,096	0.00
ADMIN ASST II	0	0.00	0	0.00	0	0.00	778	0.00
COMPUTER INFO TECH I	0	0.00	0	0.00	0	0.00	5,016	0.00
DATA SERVICES SPECIALIST	0	0.00	0	0.00	0	0.00	812	0.00
COMPUTER SYSTEMS ASSOCIATE	0	0.00	0	0.00	0	0.00	980	0.00
COMPUTER INFO TECHNOLOGIST II	0	0.00	0	0.00	0	0.00	9,053	0.00
COMPUTER INFO TECH SPC II	0	0.00	0	0.00	0	0.00	1,362	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ITSD CONSOLIDATION								
GENERAL STRUCTURE ADJUSTMENT - 0000012								
PROGRAMMER ANALYST	0	0.00	0	0.00	0	0.00	5,342	0.00
TOTAL - PS	0	0.00	0	0.00	0	0.00	1,662,271	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$0	0.00	\$1,662,271	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$754,678	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$488,572	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$419,021	0.00

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>PERSONNEL - OPERATING</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	3,104	0.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	10,175	0.00
PERSONNEL ANAL II	0	0.00	0	0.00	0	0.00	9,662	0.00
PERSONNEL ANAL III	0	0.00	0	0.00	0	0.00	14,845	0.00
PERSONNEL ANAL IV	0	0.00	0	0.00	0	0.00	6,449	0.00
RESEARCH ANAL IV	0	0.00	0	0.00	0	0.00	1,360	0.00
TRAINING TECH II	0	0.00	0	0.00	0	0.00	1,216	0.00
TRAINING TECH III	0	0.00	0	0.00	0	0.00	2,428	0.00
EXECUTIVE II	0	0.00	0	0.00	0	0.00	1,226	0.00
UNIT SPV MERIT SYSTEM	0	0.00	0	0.00	0	0.00	2,274	0.00
PERSONNEL CLERK	0	0.00	0	0.00	0	0.00	3,530	0.00
HUMAN RESOURCES MGR B3	0	0.00	0	0.00	0	0.00	4,292	0.00
DIVISION DIRECTOR	0	0.00	0	0.00	0	0.00	2,570	0.00
HEARINGS OFFICER	0	0.00	0	0.00	0	0.00	1,597	0.00
CHIEF HEARINGS OFFICER	0	0.00	0	0.00	0	0.00	1,819	0.00
BOARD MEMBER	0	0.00	0	0.00	0	0.00	497	0.00
BOARD CHAIRMAN	0	0.00	0	0.00	0	0.00	166	0.00
PRINCIPAL ASST BOARD/COMMISSON	0	0.00	0	0.00	0	0.00	995	0.00
EXAMINATION MONITOR	0	0.00	0	0.00	0	0.00	810	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>69,015</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$69,015</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$67,070</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$1,945</b>	<b>0.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>PURCHASING/MATRL MGMT - OPER</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	3,948	0.00
BUYER II	0	0.00	0	0.00	0	0.00	11,360	0.00
BUYER III	0	0.00	0	0.00	0	0.00	6,754	0.00
BUYER IV	0	0.00	0	0.00	0	0.00	4,912	0.00
EXECUTIVE I	0	0.00	0	0.00	0	0.00	1,032	0.00
FISCAL & ADMINISTRATIVE MGR B2	0	0.00	0	0.00	0	0.00	7,232	0.00
FISCAL & ADMINISTRATIVE MGR B3	0	0.00	0	0.00	0	0.00	4,318	0.00
OFFICE OF ADMINISTRATION MGR 2	0	0.00	0	0.00	0	0.00	1,566	0.00
DIVISION DIRECTOR	0	0.00	0	0.00	0	0.00	2,590	0.00
DESIGNATED PRINCIPAL ASST DIV	0	0.00	0	0.00	0	0.00	1,005	0.00
SPECIAL ASST OFFICE & CLERICAL	0	0.00	0	0.00	0	0.00	1,036	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>45,753</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$45,753</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$45,753</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

**OFFICE OF ADMINISTRATION****DECISION ITEM DETAIL**

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SURPLUS PROPERTY - OPERATING</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
ADMIN OFFICE SUPPORT ASSISTANT	0	0.00	0	0.00	0	0.00	3,540	0.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	1,186	0.00
STOREKEEPER I	0	0.00	0	0.00	0	0.00	2,359	0.00
STOREKEEPER II	0	0.00	0	0.00	0	0.00	3,894	0.00
SUPPLY MANAGER I	0	0.00	0	0.00	0	0.00	1,005	0.00
SUPPLY MANAGER II	0	0.00	0	0.00	0	0.00	1,067	0.00
ACCOUNTING ANAL II	0	0.00	0	0.00	0	0.00	1,261	0.00
EXECUTIVE II	0	0.00	0	0.00	0	0.00	1,161	0.00
MAINTENANCE WORKER I	0	0.00	0	0.00	0	0.00	911	0.00
MAINTENANCE WORKER II	0	0.00	0	0.00	0	0.00	973	0.00
TRACTOR TRAILER DRIVER	0	0.00	0	0.00	0	0.00	2,196	0.00
MOTOR VEHICLE MECHANIC	0	0.00	0	0.00	0	0.00	1,098	0.00
FISCAL & ADMINISTRATIVE MGR B2	0	0.00	0	0.00	0	0.00	1,722	0.00
DESIGNATED PRINCIPAL ASST DIV	0	0.00	0	0.00	0	0.00	1,285	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>23,658</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$23,658</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$23,658</b>	<b>0.00</b>



# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
SR OFC SUPPORT ASST (CLERICAL)	0	0.00	0	0.00	0	0.00	2,190	0.00
ADMIN OFFICE SUPPORT ASSISTANT	0	0.00	0	0.00	0	0.00	1,763	0.00
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	4,239	0.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	8,919	0.00
STOREKEEPER I	0	0.00	0	0.00	0	0.00	1,524	0.00
STOREKEEPER II	0	0.00	0	0.00	0	0.00	2,521	0.00
SUPPLY MANAGER I	0	0.00	0	0.00	0	0.00	2,905	0.00
SUPPLY MANAGER II	0	0.00	0	0.00	0	0.00	2,073	0.00
STATE LEASING COOR	0	0.00	0	0.00	0	0.00	7,218	0.00
ACCOUNT CLERK II	0	0.00	0	0.00	0	0.00	6,595	0.00
ACCOUNTANT I	0	0.00	0	0.00	0	0.00	6,081	0.00
ACCOUNTANT II	0	0.00	0	0.00	0	0.00	5,998	0.00
EXECUTIVE I	0	0.00	0	0.00	0	0.00	882	0.00
EXECUTIVE II	0	0.00	0	0.00	0	0.00	5,076	0.00
BUILDING MGR I	0	0.00	0	0.00	0	0.00	1,074	0.00
BUILDING MGR II	0	0.00	0	0.00	0	0.00	1,180	0.00
MANAGEMENT ANALYSIS SPEC II	0	0.00	0	0.00	0	0.00	1,308	0.00
TELECOMMUN TECH II	0	0.00	0	0.00	0	0.00	945	0.00
TELECOMMUN ANAL IV	0	0.00	0	0.00	0	0.00	1,334	0.00
HORTICULTURIST	0	0.00	0	0.00	0	0.00	1,094	0.00
CUSTODIAL WORKER I	0	0.00	0	0.00	0	0.00	1,123	0.00
CUSTODIAL WORKER II	0	0.00	0	0.00	0	0.00	683	0.00
CUSTODIAL WORK SPV	0	0.00	0	0.00	0	0.00	2,906	0.00
HOUSEKEEPER I	0	0.00	0	0.00	0	0.00	2,467	0.00
HOUSEKEEPER II	0	0.00	0	0.00	0	0.00	1,875	0.00
CAPITAL IMPROVEMENTS SPEC I	0	0.00	0	0.00	0	0.00	2,189	0.00
CAPITAL IMPROVEMENTS SPEC II	0	0.00	0	0.00	0	0.00	1,360	0.00
CONTRACT SPEC I (OFC OF ADM)	0	0.00	0	0.00	0	0.00	980	0.00
CONTRACT SPEC II (OFC OF ADM)	0	0.00	0	0.00	0	0.00	2,360	0.00
TECHNICAL ASSISTANT IV	0	0.00	0	0.00	0	0.00	1,116	0.00
DESIGN ENGR III	0	0.00	0	0.00	0	0.00	7,314	0.00
ARCHITECT II	0	0.00	0	0.00	0	0.00	3,174	0.00

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
ARCHITECT III	0	0.00	0	0.00	0	0.00	3,450	0.00
DESIGNER II	0	0.00	0	0.00	0	0.00	4,750	0.00
DESIGNER III	0	0.00	0	0.00	0	0.00	1,571	0.00
LABORER I	0	0.00	0	0.00	0	0.00	4,297	0.00
LABORER II	0	0.00	0	0.00	0	0.00	2,865	0.00
LABOR SPV	0	0.00	0	0.00	0	0.00	1,695	0.00
GROUNDSKEEPER I	0	0.00	0	0.00	0	0.00	1,325	0.00
MAINTENANCE WORKER I	0	0.00	0	0.00	0	0.00	6,154	0.00
MAINTENANCE WORKER II	0	0.00	0	0.00	0	0.00	27,118	0.00
MAINTENANCE SPV I	0	0.00	0	0.00	0	0.00	17,881	0.00
MAINTENANCE SPV II	0	0.00	0	0.00	0	0.00	12,146	0.00
LOCKSMITH	0	0.00	0	0.00	0	0.00	1,988	0.00
REFRIGERATION MECHANIC I	0	0.00	0	0.00	0	0.00	5,812	0.00
REFRIGERATION MECHANIC II	0	0.00	0	0.00	0	0.00	8,792	0.00
BUILDING CONSTRUCTION WKR II	0	0.00	0	0.00	0	0.00	2,834	0.00
BUILDING CONSTRUCTION SPV	0	0.00	0	0.00	0	0.00	1,017	0.00
HEAVY EQUIPMENT MECHANIC	0	0.00	0	0.00	0	0.00	1,875	0.00
HEAVY EQUIPMENT SPV	0	0.00	0	0.00	0	0.00	1,094	0.00
PARK MAINTENANCE WKR I	0	0.00	0	0.00	0	0.00	1,305	0.00
PARK MAINTENANCE WKR II	0	0.00	0	0.00	0	0.00	2,853	0.00
PARK MAINTENANCE WKR III	0	0.00	0	0.00	0	0.00	851	0.00
CARPENTER	0	0.00	0	0.00	0	0.00	3,851	0.00
ELECTRICIAN	0	0.00	0	0.00	0	0.00	7,466	0.00
PAINTER	0	0.00	0	0.00	0	0.00	1,997	0.00
PLUMBER	0	0.00	0	0.00	0	0.00	2,738	0.00
POWER PLANT MECHANIC	0	0.00	0	0.00	0	0.00	13,096	0.00
ELECTRONICS TECH	0	0.00	0	0.00	0	0.00	2,888	0.00
BOILER OPERATOR	0	0.00	0	0.00	0	0.00	31,081	0.00
STATIONARY ENGR	0	0.00	0	0.00	0	0.00	90,814	0.00
HVAC INSTRUMENT CONTROLS TECH	0	0.00	0	0.00	0	0.00	4,679	0.00
PLANT MAINTENANCE ENGR I	0	0.00	0	0.00	0	0.00	27,332	0.00
PLANT MAINTENANCE ENGR II	0	0.00	0	0.00	0	0.00	20,525	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
PLANT MAINTENANCE ENGR III	0	0.00	0	0.00	0	0.00	26,653	0.00
EMERGENCY PROJECT COOR	0	0.00	0	0.00	0	0.00	5,619	0.00
CONSTRUCTION INSPECTOR	0	0.00	0	0.00	0	0.00	2,514	0.00
CONSTRUCTION INSPECTOR SUPV	0	0.00	0	0.00	0	0.00	1,360	0.00
DESIGN/DEVELOP/SURVEY MGR B1	0	0.00	0	0.00	0	0.00	3,127	0.00
DESIGN/DEVELOP/SURVEY MGR B2	0	0.00	0	0.00	0	0.00	8,080	0.00
DESIGN/DEVELOP/SURVEY MGR B3	0	0.00	0	0.00	0	0.00	12,289	0.00
FACILITIES OPERATIONS MGR B1	0	0.00	0	0.00	0	0.00	10,612	0.00
FACILITIES OPERATIONS MGR B2	0	0.00	0	0.00	0	0.00	13,100	0.00
FACILITIES OPERATIONS MGR B3	0	0.00	0	0.00	0	0.00	6,394	0.00
FISCAL & ADMINISTRATIVE MGR B1	0	0.00	0	0.00	0	0.00	1,460	0.00
FISCAL & ADMINISTRATIVE MGR B3	0	0.00	0	0.00	0	0.00	5,013	0.00
OFFICE OF ADMINISTRATION MGR 3	0	0.00	0	0.00	0	0.00	1,872	0.00
DIVISION DIRECTOR	0	0.00	0	0.00	0	0.00	2,695	0.00
DESIGNATED PRINCIPAL ASST DIV	0	0.00	0	0.00	0	0.00	4,672	0.00
MISCELLANEOUS TECHNICAL	0	0.00	0	0.00	0	0.00	362	0.00
MISCELLANEOUS PROFESSIONAL	0	0.00	0	0.00	0	0.00	13,534	0.00
SEASONAL AIDE	0	0.00	0	0.00	0	0.00	799	0.00
SPECIAL ASST PROFESSIONAL	0	0.00	0	0.00	0	0.00	3,929	0.00
DIRECTOR	0	0.00	0	0.00	0	0.00	1,718	0.00
SUPERVISOR	0	0.00	0	0.00	0	0.00	2,517	0.00
PLANT MAINTENANCE ENGINEER	0	0.00	0	0.00	0	0.00	5,308	0.00
SECRETARY III	0	0.00	0	0.00	0	0.00	747	0.00
PAINTER	0	0.00	0	0.00	0	0.00	962	0.00
CARPENTER II	0	0.00	0	0.00	0	0.00	962	0.00
EQUIPMENT MECHANIC III	0	0.00	0	0.00	0	0.00	1,035	0.00
ELECTRICIAN II	0	0.00	0	0.00	0	0.00	1,137	0.00
PLANT MAINTENANCE ENGINEER II	0	0.00	0	0.00	0	0.00	2,061	0.00
PLANT MAINT. SPRV.	0	0.00	0	0.00	0	0.00	1,137	0.00
ASST. DIR. CONST. & MAINT.	0	0.00	0	0.00	0	0.00	1,571	0.00

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
DIRECTOR, CONSTRUCTION & MAINT	0	0.00	0	0.00	0	0.00	1,780	0.00
TOTAL - PS	0	0.00	0	0.00	0	0.00	555,625	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$555,625</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$555,625	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>GENERAL SERVICES - OPERATING</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
OFFICE SUPPORT ASST (CLERICAL)	0	0.00	0	0.00	0	0.00	741	0.00
ADMIN OFFICE SUPPORT ASSISTANT	0	0.00	0	0.00	0	0.00	897	0.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	2,211	0.00
PRINTING SERVICES REP	0	0.00	0	0.00	0	0.00	4,221	0.00
PRINTING SERVICES TECH I	0	0.00	0	0.00	0	0.00	753	0.00
PRINTING SERVICES TECH II	0	0.00	0	0.00	0	0.00	8,187	0.00
PRINTING SERVICES TECH III	0	0.00	0	0.00	0	0.00	13,915	0.00
PRINTING SERVICES TECH IV	0	0.00	0	0.00	0	0.00	6,973	0.00
PRINTING SERVICES COOR	0	0.00	0	0.00	0	0.00	1,202	0.00
STOREKEEPER II	0	0.00	0	0.00	0	0.00	836	0.00
FORMS ANAL III	0	0.00	0	0.00	0	0.00	1,158	0.00
ACCOUNTANT II	0	0.00	0	0.00	0	0.00	1,094	0.00
EXECUTIVE I	0	0.00	0	0.00	0	0.00	1,794	0.00
RISK MANAGEMENT TECH I	0	0.00	0	0.00	0	0.00	769	0.00
RISK MANAGEMENT TECH II	0	0.00	0	0.00	0	0.00	6,650	0.00
RISK MANAGEMENT SPEC I	0	0.00	0	0.00	0	0.00	1,116	0.00
RISK MANAGEMENT SPEC II	0	0.00	0	0.00	0	0.00	3,947	0.00
MAINTENANCE WORKER I	0	0.00	0	0.00	0	0.00	717	0.00
MAINTENANCE SPV I	0	0.00	0	0.00	0	0.00	1,094	0.00
MOTOR VEHICLE DRIVER	0	0.00	0	0.00	0	0.00	807	0.00
MOTOR VEHICLE MECHANIC	0	0.00	0	0.00	0	0.00	1,691	0.00
GRAPHIC ARTS SPEC II	0	0.00	0	0.00	0	0.00	1,886	0.00
GRAPHIC ARTS SPEC III	0	0.00	0	0.00	0	0.00	979	0.00
GRAPHICS SPV	0	0.00	0	0.00	0	0.00	1,251	0.00
OFFICE OF ADMINISTRATION MGR 1	0	0.00	0	0.00	0	0.00	5,991	0.00
OFFICE OF ADMINISTRATION MGR 2	0	0.00	0	0.00	0	0.00	3,740	0.00
OFFICE OF ADMINISTRATION MGR 3	0	0.00	0	0.00	0	0.00	1,878	0.00
DIVISION DIRECTOR	0	0.00	0	0.00	0	0.00	2,570	0.00
DESIGNATED PRINCIPAL ASST DIV	0	0.00	0	0.00	0	0.00	1,910	0.00
ADMINISTRATIVE SECRETARY	0	0.00	0	0.00	0	0.00	1,172	0.00

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>GENERAL SERVICES - OPERATING</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
MISCELLANEOUS TECHNICAL	0	0.00	0	0.00	0	0.00	414	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>82,564</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$82,564</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>								
	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$25,541</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>								
	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>								
	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$57,023</b>	<b>0.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ADMIN HEARING COMMISSION</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	2,354	0.00
COURT REPORTER II	0	0.00	0	0.00	0	0.00	2,735	0.00
EXECUTIVE I	0	0.00	0	0.00	0	0.00	1,013	0.00
PARALEGAL	0	0.00	0	0.00	0	0.00	970	0.00
LEGAL COUNSEL	0	0.00	0	0.00	0	0.00	6,858	0.00
COMMISSION MEMBER	0	0.00	0	0.00	0	0.00	8,690	0.00
SPECIAL ASST OFFICE & CLERICAL	0	0.00	0	0.00	0	0.00	1,141	0.00
PRINCIPAL ASST BOARD/COMMISSON	0	0.00	0	0.00	0	0.00	965	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>24,726</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$24,726</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$24,726</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

**OFFICE OF ADMINISTRATION****DECISION ITEM DETAIL**

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>OFFICE OF CHILD ADVOCATE</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
ADMINISTRATIVE ASSISTANT	0	0.00	0	0.00	0	0.00	1,145	0.00
PROGRAM MANAGER	0	0.00	0	0.00	0	0.00	2,221	0.00
INVESTIGATOR	0	0.00	0	0.00	0	0.00	2,727	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>6,093</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$6,093</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$4,082</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$2,011</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>



# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>CHILDREN'S TRUST FUND - OPER</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
ADMIN OFFICE SUPPORT ASSISTANT	0	0.00	0	0.00	0	0.00	866	0.00
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	337	0.00
PUBLIC INFORMATION COOR	0	0.00	0	0.00	0	0.00	1,300	0.00
ST CNSLT ON CHILD WELFARE	0	0.00	0	0.00	0	0.00	1,446	0.00
PRINCIPAL ASST BOARD/COMMISSON	0	0.00	0	0.00	0	0.00	2,023	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>5,972</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$5,972</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$5,972</b>	<b>0.00</b>

**OFFICE OF ADMINISTRATION****DECISION ITEM DETAIL**

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>GOV COUNCIL ON DISABILITY</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
EXECUTIVE I	0	0.00	0	0.00	0	0.00	980	0.00
DISABILITY PROGRAM REP	0	0.00	0	0.00	0	0.00	1,116	0.00
DISABILITY PROGRAM SPEC	0	0.00	0	0.00	0	0.00	1,274	0.00
PRINCIPAL ASST BOARD/COMMISSON	0	0.00	0	0.00	0	0.00	1,598	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>4,968</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$4,968</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$4,968</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>MO PUBLIC ENTITY RISK MGMT PG</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	1,459	0.00
ACCOUNT CLERK II	0	0.00	0	0.00	0	0.00	807	0.00
EXECUTIVE I	0	0.00	0	0.00	0	0.00	1,116	0.00
RISK MANAGEMENT TECH I	0	0.00	0	0.00	0	0.00	2,471	0.00
RISK MANAGEMENT SPEC I	0	0.00	0	0.00	0	0.00	3,728	0.00
FISCAL & ADMINISTRATIVE MGR B1	0	0.00	0	0.00	0	0.00	1,571	0.00
OFFICE OF ADMINISTRATION MGR 1	0	0.00	0	0.00	0	0.00	4,789	0.00
PRINCIPAL ASST BOARD/COMMISSON	0	0.00	0	0.00	0	0.00	2,304	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>18,245</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$18,245</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$18,245</b>	<b>0.00</b>

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>MO ETHICS COM - OPER</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
DIRECTOR OF COMPLIANCE	0	0.00	0	0.00	0	0.00	2,000	0.00
DIR OF ACCTG & PERSONAL SVCS	0	0.00	0	0.00	0	0.00	1,611	0.00
REPORTING ANALYST	0	0.00	0	0.00	0	0.00	2,554	0.00
EXECUTIVE DIRECTOR	0	0.00	0	0.00	0	0.00	2,533	0.00
REPORTING CLERK	0	0.00	0	0.00	0	0.00	2,124	0.00
EXECUTIVE II	0	0.00	0	0.00	0	0.00	1,992	0.00
SENIOR FIELD INVESTIGATOR	0	0.00	0	0.00	0	0.00	2,785	0.00
DIRECTOR OF CAMPAIGN FINANCE	0	0.00	0	0.00	0	0.00	1,997	0.00
SENIOR REPORTING CLERK	0	0.00	0	0.00	0	0.00	924	0.00
SENIOR REPORTING ANALYST	0	0.00	0	0.00	0	0.00	1,185	0.00
SPECIAL INVESTIGATOR	0	0.00	0	0.00	0	0.00	312	0.00
DIRECTOR OF INFORMATION SRVS	0	0.00	0	0.00	0	0.00	1,767	0.00
COMPUTER INFO TECHNOLOGIST II	0	0.00	0	0.00	0	0.00	2,109	0.00
INFORMATION SUPPORT COOR	0	0.00	0	0.00	0	0.00	887	0.00
COMMISSION MEMBERS	0	0.00	0	0.00	0	0.00	548	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>25,328</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$25,328</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$25,328</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

**NEW DECISION ITEM**

RANK: 6 OF 24

<b>Department</b>	Office of Administration	<b>Budget Units</b>	30404, 30809, 30925
<b>Division</b>	Accounting, Personnel, and Purchasing		
<b>DI Name</b>	Personal Service Reclassifications	<b>DI#s</b>	1300009, 1300010, 1300011

**1. AMOUNT OF REQUEST**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	114,666	0	0	114,666
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>114,666</b>	<b>0</b>	<b>0</b>	<b>114,666</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	56,140	0	0	56,140
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	114,666	0	0	114,666
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>114,666</b>	<b>0</b>	<b>0</b>	<b>114,666</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	56,140	0	0	56,140
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input checked="" type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

Position classification is used for sound practices in selection, promotion and transfer of employees, as well as for equitable pay standards. Three divisions have identified specific employees working in position classifications that do not accurately reflect the level of duties being performed, or that need to be performed. To reclassify these employees, funding for the pay rate changes that would be necessary must be appropriated. Following are details of the three divisions' requests:

## NEW DECISION ITEM

RANK: 6 OF 24

<b>Department</b>	Office of Administration	<b>Budget Units</b>	30404, 30809, 30925
<b>Division</b>	Accounting, Personnel, and Purchasing		
<b>DI Name</b>	Personal Service Reclassifications	<b>DI#s</b>	1300009, 1300010, 1300011

**3. WHY IS THIS FUNDING NEEDED? (cont.)**

Accounting-The Division of Personnel created a new merit system job class called Accounting Specialists. The intent is to phase out the Accounting Analyst series of job classes and replace them with the Accounting Specialist. The accounting analyst merit registers have been closed, meaning that no new names are being added from which to recruit. This is causing a hardship in trying to find qualified employees when vacancies occur. The division is seeking to reclassify all of its Accounting Analyst positions to Accounting Specialists. The new classes better reflect the skills and abilities that are needed to support various division functions and will allow for a broad base of candidates to choose from when hiring.

Personnel -Since Fiscal Year 2003, the Division of Personnel has experienced an overall reduction in the number of FTE to perform the work. Thirteen (32%) of these reductions have been among professional positions and eight (26%) have been among support staff. To continue to meet the demands of agencies, applicants and other stakeholders, the Division has implemented many process improvements. For example, more classification authority has been delegated to the agencies and an electronic application system (EASe) has been implemented to speed up the application process and the addition of names of applicants to registers. In spite of process improvements, additional duties have been added to many positions and the duties of other positions have changed substantially. Division staff must be treated the same as any other agency with regard to pay for the job class accurately reflecting the level of duties performed. However, it is not possible for the Division to conduct any internal review of positions without the accompanying funding to implement any changes that will emanate from the review. Therefore, the Division is requesting appropriations to accurately reflect the level of duties performed by support staff in FY 2008. The Division will be seeking similar appropriations for a review of professional positions in FY 2009.

Purchasing-As the centralized procurement entity for the state, the Division of Purchasing procures the most sophisticated and complex contracts which includes a negotiation process not delegated to agencies. Therefore, PMM requires the most expertise in its procurement function. PMM has a staff of 22 buyers of which 11 are Buyer II level or lower. As a result, PMM has lost 9 buyers to other agencies offering higher wages for less complex functions. The division's request is to provide funding for up to five Buyer III level positions, and is necessary to ensure the centralized procurement function has the greatest level of buyer expertise in state procurement. The pay range for a Buyer II is 23 and the Buyer III pay range is 28.

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

Accounting-The Accounting Specialist job classes are one pay grade higher than the Accounting Analyst job classes. We are requesting funds to reclassify one Accounting Analyst III, four Accounting Analysts IIs, and six Accounting Analyst Is to the new Accounting Specialist III, II, and I job classes, for a total of \$30,580.

Personnel-A position review would be conducted for 18 Office Support Assistant and Sr. Office Support Assistant positions (17 FTE), with the potential for pay increases totaling \$35,406. If a position review finds that an Office Support Assistant position should be reallocated, it would be to a Senior Office Support Assistant. If a position review finds that a Senior Office Support Assistant position should be reallocated, it would be to an Administrative Office Support Assistant or Personnel Clerk, depending upon the specific duties of the position. The average increase would be approximately \$1,964 for a full-time staff member.

**NEW DECISION ITEM**  
**RANK:** 6 **OF** 24

<b>Department</b>	Office of Administration	<b>Budget Units</b>	30404, 30809, 30925
<b>Division</b>	Accounting, Personnel, and Purchasing		
<b>DI Name</b>	Personal Service Reclassifications	<b>DI#s</b>	1300009, 1300010, 1300011

**4. DESCRIBE THE DETAILED ASSUMPTIONS, cont.**

Purchasing-The number of requested FTEs was determined by reviewing the types/number of sophisticated and complex contracts procured by PMM while comparing it to the current Buyer II/III staffing levels in order to develop the appropriate level of staff proficiency needed. Funds to reclassify five Buyer IIs to Buyer IIIs totals \$48,680.

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
Salaries/Wages 000341 Acctg Specialist I	14,688						14,688	0.0	
Salaries/Wages 000342 Acctg Specialist II	12,148						12,148	0.0	
Salaries/Wages 000343 Acctg Specialist III	3,744						3,744	0.0	
Salaries/Wages 000022 Office Support Asst	10,710						10,710	0.0	
Salaries/Wages 000023 Sr. Office Support Assl	24,696						24,696	0.0	
Salaries/Wages 000223 Buyer III	48,680						48,680	0.0	
							0	0.0	
<b>Total PS</b>	<b>114,666</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>114,666</b>	<b>0.0</b>	<b>0</b>
							0		
<b>Total EE</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>
Program Distributions							0		
<b>Total PSD</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>
Transfers									
<b>Total TRF</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>
<b>Grand Total</b>	<b>114,666</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>114,666</b>	<b>0.0</b>	<b>0</b>

## NEW DECISION ITEM

RANK: 6 OF 24

<b>Department</b> Office of Administration			<b>Budget Units</b> 30404, 30809, 30925						
<b>Division</b> Accounting, Personnel, and Purchasing									
<b>DI Name</b> Personal Service Reclassifications			<b>DI#s</b> 1300009, 1300010, 1300011						
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
Salaries/Wages 000341 Acctg Specialist I	14,688						14,688	0.0	
Salaries/Wages 000342 Acctg Specialist II	12,148						12,148	0.0	
Salaries/Wages 000343 Acctg Specialist III	3,744						3,744	0.0	
Salaries/Wages 000022 Office Support Asst	10,710						10,710	0.0	
Salaries/Wages 000023 Sr. Office Support Asst	24,696						24,696	0.0	
Salaries/Wages 000223 Buyer III	48,680						48,680	0.0	
							0	0.0	
<b>Total PS</b>	<b>114,666</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>114,666</b>	<b>0.0</b>	<b>0</b>
							0		
							0		
							0		
							0		
<b>Total EE</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>
Program Distributions							0		
<b>Total PSD</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>
Transfers							0		
<b>Total TRF</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>
<b>Grand Total</b>	<b>114,666</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>114,666</b>	<b>0.0</b>	<b>0</b>



**NEW DECISION ITEM**

RANK: 6 OF 24

<b>Department</b>	Office of Administration	<b>Budget Units</b>	30404, 30809, 30925
<b>Division</b>	Accounting, Personnel, and Purchasing		
<b>DI Name</b>	Personal Service Reclassifications	<b>DI#s</b>	1300009, 1300010, 1300011

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an effectiveness measure.**

Accounting-Accurate and timely financial reports are critical in sound financial management, Maintaining the State's triple AAA bond rating, and complying with SEC regulations and successful negotiation of the Statewide Cost Allocation Plan.

Personnel-The Division of Personnel is currently maintaining essentially the same level of services in FY 2007 as we provided to agencies, applicants and other stakeholders in FY 2003, in spite of reductions to the Division's core budget. As a result the Division is operating more effectively. However, the principles of fairness and equity, upon which the state merit system and uniform classification and pay system are based, are still operative, and the employees who work in the agency responsible for assuring fairness and equity deserve the same attention as any other employee. It is management's responsibility to assure that the level of the work being performed is accurately classified.

Purchasing

Percentage of total state expenditures made from DPMM issued contracts to the total operating budget of DPMM

FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Projected	FY 2008 Targeted	FY 2009 Targeted
0.148%	0.14%	0.11%	0.09%	0.09%	0.09%

**6b. Provide an efficiency measure.**

<u>Accounting</u>	<u>FY 02</u>	<u>FY 03</u>	<u>FY 04</u>	<u>FY 05</u>
CAFR produced within 6 months of fiscal year ended.	3/31/2003	12/30/2003	12/8/2004	1/20/2006
Appropriation Activity	10/31/2002	10/24/2003	8/31/2004	9/15/2005
Statewide Cost Allocation Plan successfully prepared and negotiated with Federal Department of Health and Human Services	Yes	Yes	Yes	Yes

Personnel-The management staff of the Division of Personnel believes we are having a higher level of duties performed among our Office Support staff than we were five years ago. These levels of responsibilities should be recognized through accurate allocation of positions to the appropriate job class. We propose an objective study of positions be conducted to determine the accuracy of the allocation of all Office Support positions. Until we do so, the accuracy of the position allocations remains a question. Being the agency responsible for oversight of such matters for 37,000 state positions, it is time that a review of Office Support positions be conducted in the Division, given the reassignment of duties and additional duties assigned to staff over the past five years.

Purchasing

Number of days between the time the bid is created and the time the bid is awarded by DPMM

FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Projected	FY 2008 Targeted	FY 2009 Targeted
55	54	58	57	56	55

**NEW DECISION ITEM**  
**RANK:** 6 **OF** 24

<b>Department</b> <u>Office of Administration</u>	<b>Budget Units</b> <u>30404, 30809, 30925</u>
<b>Division</b> <u>Accounting, Personnel, and Purchasing</u>	
<b>DI Name</b> <u>Personal Service Reclassifications</u> <b>DI#s</b> <u>1300009, 1300010, 1300011</u>	

<p><b>6c. Provide the number of clients/individuals served, if applicable.</b></p> <p><u>Accounting</u>-The reclassification would affect 11 Accounting Analysts.</p> <p><u>Personnel</u>-This review would affect 18 support staff members (17 FTE). If the Division of Personnel would be required to hold a position vacant to meet the costs required of such a review, it would have the potential for impacting operations, since a position would be lost going forward on a continuous basis.</p> <p><u>Purchasing</u>-This request would provide funding for up to five Buyer II level positions.</p>	<p><b>6d. Provide a customer satisfaction measure, if available.</b></p> <p><u>Accounting, Personnel, Purchasing</u>-Maintain the current level of customer satisfaction we have with the agencies, vendors, rating agencies, federal auditors, and job applicants.</p> <p>Maintain equitable pay standards for employees by ensuring that employees' job classifications accurately reflect the level of duties performed.</p>
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<b>7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:</b>
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Accounting-Recruit qualified applicants, BS degree in Accounting or suitable financial experience.

Personnel-Being the agency responsible for oversight of such matters for 37,000 state positions, a review of Office Support positions should be conducted in the Division, given the reassignment of duties and additional duties assigned to staff over the past five years.

Purchasing-Ensure the centralized procurement function has the greatest level of buyer expertise in state procurement.

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ACCOUNTING - OPERATING</b>								
<b>Acctg Spec Reclassification - 1300009</b>								
ACCOUNTING SPECIALIST I	0	0.00	0	0.00	14,688	0.00	14,688	0.00
ACCOUNTING SPECIALIST II	0	0.00	0	0.00	12,148	0.00	12,148	0.00
ACCOUNTING SPECIALIST III	0	0.00	0	0.00	3,744	0.00	3,744	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>30,580</b>	<b>0.00</b>	<b>30,580</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$30,580</b>	<b>0.00</b>	<b>\$30,580</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$30,580</b>	<b>0.00</b>	<b>\$30,580</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

**OFFICE OF ADMINISTRATION****DECISION ITEM DETAIL**

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>PERSONNEL - OPERATING</b>								
<b>Support Staff Reclassification - 1300010</b>								
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	10,710	0.00	10,710	0.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	24,696	0.00	24,696	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>35,406</b>	<b>0.00</b>	<b>35,406</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$35,406</b>	<b>0.00</b>	<b>\$35,406</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$35,406</b>	<b>0.00</b>	<b>\$35,406</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>PURCHASING/MATRL MGMT - OPER</b>								
<b>Buyer III Reclassification - 1300011</b>								
BUYER III	0	0.00	0	0.00	48,680	0.00	48,680	0.00
TOTAL - PS	0	0.00	0	0.00	48,680	0.00	48,680	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$48,680</b>	<b>0.00</b>	<b>\$48,680</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$48,680	0.00	\$48,680	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00



# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>COMMISSIONER'S OFFICE-OPER</b>								
<b>CORE</b>								
PERSONAL SERVICES								
GENERAL REVENUE	1,027,120	21.30	1,104,293	21.10	844,942	16.00	844,942	16.00
TOTAL - PS	1,027,120	21.30	1,104,293	21.10	844,942	16.00	844,942	16.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	161,659	0.00	187,006	0.00	119,291	0.00	119,291	0.00
TOTAL - EE	161,659	0.00	187,006	0.00	119,291	0.00	119,291	0.00
<b>TOTAL</b>	<b>1,188,779</b>	<b>21.30</b>	<b>1,291,299</b>	<b>21.10</b>	<b>964,233</b>	<b>16.00</b>	<b>964,233</b>	<b>16.00</b>
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	0	0.00	0	0.00	25,349	0.00
TOTAL - PS	0	0.00	0	0.00	0	0.00	25,349	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>25,349</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$1,188,779</b>	<b>21.30</b>	<b>\$1,291,299</b>	<b>21.10</b>	<b>\$964,233</b>	<b>16.00</b>	<b>\$989,582</b>	<b>16.00</b>

## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30203
<b>Division</b>	Commissioner's Office		
<b>Core -</b>	Operating		

**1. CORE FINANCIAL SUMMARY**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	844,942	0	0	844,942
EE	119,291	0	0	119,291
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>964,233</b>	<b>0</b>	<b>0</b>	<b>964,233</b>
<b>FTE</b>	<b>16.00</b>	<b>0.00</b>	<b>0.00</b>	<b>16.00</b>

<b>Est. Fringe</b>	413,684	0	0	413,684
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	844,942	0	0	844,942
EE	119,291	0	0	119,291
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>964,233</b>	<b>0</b>	<b>0</b>	<b>964,233</b>
<b>FTE</b>	<b>16.00</b>	<b>0.00</b>	<b>0.00</b>	<b>16.00</b>

<b>Est. Fringe</b>	413,684	0	0	413,684
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. CORE DESCRIPTION**

The Commissioner's Office provides centralized services to the department, including legislative and policy issue research and tracking, legal counsel, and human resource administration. The statewide Office of Supplier and Workforce Diversity and the Martin Luther King, Jr State Celebration Commission are also assigned to the Commissioner's Office, and for fiscal year 2008, the core budgets for those organizations appear in their own requests. Dollars and FTE have been reallocated from this core operating budget, as applicable.

**3. PROGRAM LISTING (list programs included in this core funding)**

N/A

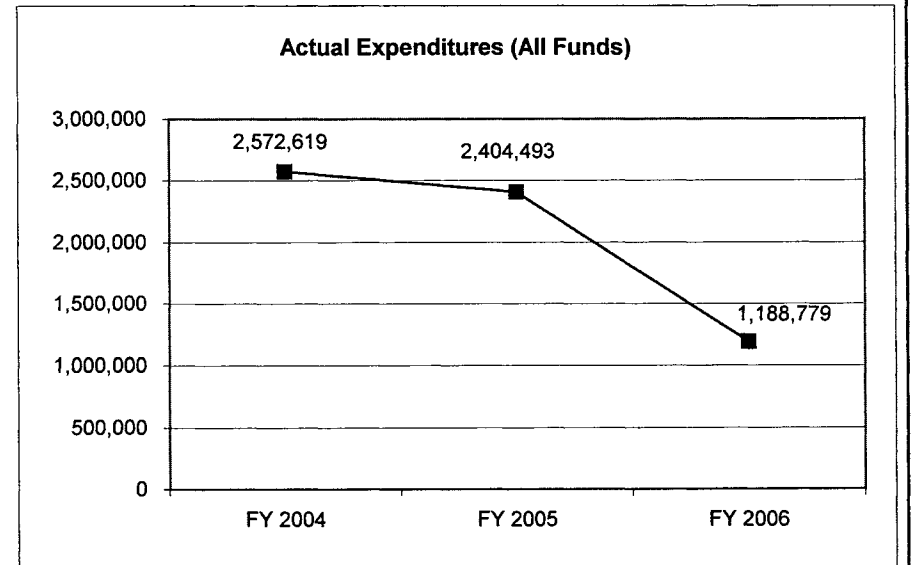


**CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30203
<b>Division</b>	Commissioner's Office		
<b>Core -</b>	Operating		

**4. FINANCIAL HISTORY**

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)	2,902,057	2,878,947	1,365,754	1,291,299
Less Reverted (All Funds)	(77,073)	(219,165)	(39,238)	N/A
Budget Authority (All Funds)	2,824,984	2,659,782	1,326,516	N/A
Actual Expenditures (All Funds)	2,572,619	2,404,493	1,188,779	N/A
Unexpended (All Funds)	252,365	255,289	137,737	N/A
Unexpended, by Fund:				
General Revenue	118,691	12,876	79,887	N/A
Federal	0	0	0	N/A
Other	113,674	242,413	57,850	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

## CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION  
COMMISSIONER'S OFFICE-OPER

## 5. CORE RECONCILIATION DETAIL

			Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>									
			PS	21.10	1,104,293	0	0	1,104,293	
			EE	0.00	187,006	0	0	187,006	
			<b>Total</b>	<b>21.10</b>	<b>1,291,299</b>	<b>0</b>	<b>0</b>	<b>1,291,299</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>									
Transfer In	1271 0123		PS	0.00	29,388	0	0	29,388	From DOC FMDC consolidation for HR admin
Core Reduction	149 0123		PS	(0.10)	0	0	0	0	To correct error from FY 06.
Core Reallocation	56 0123		PS	(6.00)	(288,739)	0	0	(288,739)	To Office of Supplier and Workforce Diversity
Core Reallocation	56 2139		EE	0.00	(27,526)	0	0	(27,526)	To Office of Supplier and Workforce Diversity
Core Reallocation	57 2139		EE	0.00	(40,189)	0	0	(40,189)	To MLK, Jr Commission
Core Reallocation	1269 0123		PS	1.00	0	0	0	0	From FMDC consolidation for HR admin
<b>NET DEPARTMENT CHANGES</b>				<b>(5.10)</b>	<b>(327,066)</b>	<b>0</b>	<b>0</b>	<b>(327,066)</b>	
<b>DEPARTMENT CORE REQUEST</b>									
			PS	16.00	844,942	0	0	844,942	
			EE	0.00	119,291	0	0	119,291	
			<b>Total</b>	<b>16.00</b>	<b>964,233</b>	<b>0</b>	<b>0</b>	<b>964,233</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>									
			PS	16.00	844,942	0	0	844,942	
			EE	0.00	119,291	0	0	119,291	
			<b>Total</b>	<b>16.00</b>	<b>964,233</b>	<b>0</b>	<b>0</b>	<b>964,233</b>	

# FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 30203	<b>DEPARTMENT:</b> Office of Administration
<b>BUDGET UNIT NAME:</b> Operating	<b>DIVISION:</b> Commissioner's Office

**1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.**

## DEPARTMENT REQUEST

It is requested that 20% be approved as flexible PS/EE, the same amount as in FY 07. This flexibility would help manage responsibilities and resources should any withholding occur and the flexibility to pay accrued time when someone leaves the office or replace critical equipment. We do not know ahead of time which of these will be needed.

		<u>Appr Total</u>	<u>Flex % Request</u>	<u>Flex Amount Request</u>
Operations - 0101	PS	\$844,942	20%	\$168,988
	E&E	\$119,291	20%	\$23,858
<i>This represents the same flexibility percentage authorized in FY 2007.</i>				

**2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.**

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
None	This will allow the division the flexibility to pay accrued time when someone leaves the division or to replace critical equipment. We do not know ahead of time which of these will be needed.	This will allow the division the flexibility to pay accrued time when someone leaves the division or to replace critical equipment. We do not know ahead of time which of these will be needed.

**3. Please explain how flexibility was used in the prior and/or current years.**

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
	To pay off vacation and/or comp time if someone leaves, or to replace critical equipment (such as a copy machine) if it breaks.

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>COMMISSIONER'S OFFICE-OPER</b>								
<b>CORE</b>								
ADMIN OFFICE SUPPORT ASSISTANT	8,153	0.29	0	0.00	0	0.00	0	0.00
SR OFC SUPPORT ASST (KEYBRD)	2,784	0.13	0	0.00	0	0.00	0	0.00
MINORITY/WOMEN CERT COOR	35,076	1.00	36,479	1.00	0	0.00	0	0.00
MINORITY PURCHASING ASST	20,208	0.88	26,328	1.00	0	0.00	0	0.00
PERSONNEL OFCR I	15,360	0.41	40,073	1.00	0	0.00	0	0.00
PERSONNEL ANAL I	4,302	0.13	0	0.00	0	0.00	0	0.00
PERSONNEL ANAL II	33,716	0.88	40,073	1.00	41,688	1.00	41,688	1.00
PERSONNEL CLERK	31,799	1.13	29,890	1.00	86,244	3.00	86,244	3.00
FISCAL & ADMINISTRATIVE MGR B2	48,915	0.95	57,200	1.00	0	0.00	0	0.00
HUMAN RESOURCES MGR B2	54,098	1.00	58,781	1.00	57,720	1.00	57,720	1.00
STATE DEPARTMENT DIRECTOR	112,356	1.00	116,850	1.00	116,850	1.00	116,850	1.00
DEPUTY STATE DEPT DIRECTOR	3,835	0.04	0	0.00	0	0.00	0	0.00
DESIGNATED PRINCIPAL ASST DEPT	241,887	3.60	252,375	3.00	169,176	2.00	169,176	2.00
EXECUTIVE SECRETARY	0	0.00	21,989	0.50	0	0.00	0	0.00
LEGAL COUNSEL	61,200	1.00	78,000	1.00	78,000	1.00	78,000	1.00
CHIEF COUNSEL	90,000	1.00	95,680	1.00	96,551	1.00	96,551	1.00
SPECIAL ASST OFFICIAL & ADMSTR	2,534	0.06	0	0.00	0	0.00	0	0.00
SPECIAL ASST PROFESSIONAL	42,623	1.04	0	0.00	0	0.00	0	0.00
SPECIAL ASST OFFICE & CLERICAL	64,019	1.76	82,071	2.00	36,479	1.00	36,479	1.00
EXECUTIVE CHEF	3,407	0.08	0	0.00	0	0.00	0	0.00
ASSISTANT MANSION DIRECTOR	2,150	0.08	0	0.00	0	0.00	0	0.00
EXECUTIVE CHEF	6,815	0.17	0	0.00	0	0.00	0	0.00
ASSISTANT MANSION DIRECTOR	4,300	0.17	0	0.00	0	0.00	0	0.00
SPECIAL ASST PROFESSIONAL	28,000	1.00	29,120	1.00	29,120	1.00	29,120	1.00
ASST TO DIRECTOR-BRDS&COMMS	26,752	0.79	35,144	1.00	35,144	1.00	35,144	1.00
DEPUTY DIR OF LEGISLATIVE AFRS	31,667	0.79	41,600	1.00	40,000	1.00	40,000	1.00
RECEPTIONIST	26,961	1.00	38,728	1.60	28,080	1.00	28,080	1.00
LABORER	19,203	0.79	23,912	1.00	29,890	1.00	29,890	1.00
<b>TOTAL - PS</b>	<b>1,022,120</b>	<b>21.17</b>	<b>1,104,293</b>	<b>21.10</b>	<b>844,942</b>	<b>16.00</b>	<b>844,942</b>	<b>16.00</b>
TRAVEL, IN-STATE	4,950	0.00	3,795	0.00	26	0.00	26	0.00
TRAVEL, OUT-OF-STATE	2,266	0.00	1,500	0.00	114	0.00	114	0.00
SUPPLIES	23,491	0.00	28,780	0.00	17,500	0.00	17,500	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>COMMISSIONER'S OFFICE-OPER</b>								
<b>CORE</b>								
PROFESSIONAL DEVELOPMENT	50,699	0.00	12,500	0.00	45,376	0.00	45,376	0.00
COMMUNICATION SERV & SUPP	9,930	0.00	19,375	0.00	6,106	0.00	6,106	0.00
PROFESSIONAL SERVICES	28,633	0.00	61,666	0.00	24,445	0.00	24,445	0.00
M&R SERVICES	418	0.00	6,065	0.00	4,565	0.00	4,565	0.00
OFFICE EQUIPMENT	6,311	0.00	5,000	0.00	6,500	0.00	6,500	0.00
OTHER EQUIPMENT	1,192	0.00	10,600	0.00	8,857	0.00	8,857	0.00
REAL PROPERTY RENTALS & LEASES	752	0.00	200	0.00	39	0.00	39	0.00
EQUIPMENT RENTALS & LEASES	985	0.00	50	0.00	15	0.00	15	0.00
MISCELLANEOUS EXPENSES	32,032	0.00	37,475	0.00	5,748	0.00	5,748	0.00
<b>TOTAL - EE</b>	<b>161,659</b>	<b>0.00</b>	<b>187,006</b>	<b>0.00</b>	<b>119,291</b>	<b>0.00</b>	<b>119,291</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$1,183,779</b>	<b>21.17</b>	<b>\$1,291,299</b>	<b>21.10</b>	<b>\$964,233</b>	<b>16.00</b>	<b>\$964,233</b>	<b>16.00</b>
<b>GENERAL REVENUE</b>	<b>\$1,183,779</b>	<b>21.17</b>	<b>\$1,291,299</b>	<b>21.10</b>	<b>\$964,233</b>	<b>16.00</b>	<b>\$964,233</b>	<b>16.00</b>
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

## OFFICE OF ADMINISTRATION

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>OFF SUPPLIER WKFCF DIV</b>								
<b>CORE</b>								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	0	0.00	288,739	7.00	288,739	7.00
TOTAL - PS	0	0.00	0	0.00	288,739	7.00	288,739	7.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	0	0.00	27,526	0.00	27,526	0.00
TOTAL - EE	0	0.00	0	0.00	27,526	0.00	27,526	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>316,265</b>	<b>7.00</b>	<b>316,265</b>	<b>7.00</b>
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	0	0.00	0	0.00	8,662	0.00
TOTAL - PS	0	0.00	0	0.00	0	0.00	8,662	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>8,662</b>	<b>0.00</b>
<b>OSWD Initiatives - 1300019</b>								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	0	0.00	34,000	0.00	34,000	0.00
TOTAL - EE	0	0.00	0	0.00	34,000	0.00	34,000	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>34,000</b>	<b>0.00</b>	<b>34,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$350,265</b>	<b>7.00</b>	<b>\$358,927</b>	<b>7.00</b>

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30207
<b>Division</b>	Commissioner's Office		
<b>Core -</b>	Office of Supplier and Workforce Diversity		

## 1. CORE FINANCIAL SUMMARY

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	288,739	0	0	288,739
EE	27,526	0	0	27,526
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>316,265</b>	<b>0</b>	<b>0</b>	<b>316,265</b>
<b>FTE</b>	<b>7.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7.00</b>

<b>Est. Fringe</b>	141,367	0	0	141,367
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	288,739	0	0	288,739
EE	27,526	0	0	27,526
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>316,265</b>	<b>0</b>	<b>0</b>	<b>316,265</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	141,367	0	0	141,367
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

## 2. CORE DESCRIPTION

The Office of Supplier and Workforce Diversity (OSWD) was created by Executive Order 05-30, to replace the Office of Equal Opportunity. The Director of OSWD is appointed by the Governor, and reports to the Commissioner of Administration. The Director has primary responsibility for assisting in the coordination and implementation of affirmative action throughout all departments of the executive branch of state government, including programs to increase M/WBE participation, and advising the Governor on issues regarding equal employment opportunity, affirmative action, and efforts to administer affirmative action goals and timetables for implementation throughout the departments of the executive branch.

Additionally, the Director of OSWD shall review progress reports of the departments and shall meet biannually with each department director to evaluate departmental results and determine the course of future affirmative action goals, timetables, recruiting, planning, and implementation. The results of each meeting shall be reported in writing to the Governor and Commissioner of Administration.

Not later than January first of each calendar year, the Director of OSWD shall provide a report to the Governor and the Commissioner of Administration which summarizes the activities of each department pursuant to this Order and which contains recommendations for additional programs to accomplish the purposes of this Order.

## 3. PROGRAM LISTING (list programs included in this core funding)

N/A

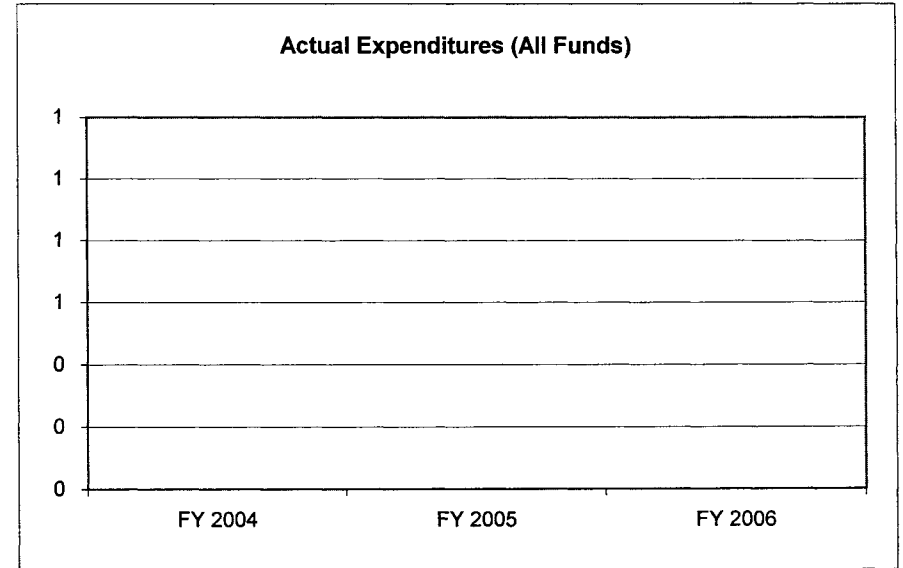
## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30207
<b>Division</b>	Commissioner's Office		
<b>Core -</b>	Office of Supplier and Workforce Diversity		

## 4. FINANCIAL HISTORY

	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Current Yr.
Appropriation (All Funds)				0
Less Reverted (All Funds)				N/A
Budget Authority (All Funds)	0	0	0	N/A
Actual Expenditures (All Funds)				N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue				N/A
Federal				N/A
Other				N/A

(1)



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** (1) Funds for the Office of Supplier and Workforce Diversity were in the Commissioner's Office core in prior fiscal years. Actual expenditures in FY 06 were \$273,075 PS and \$28,025 EE.



## CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION  
OFF SUPPLIER WKFCE DIV

### 5. CORE RECONCILIATION DETAIL

			Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>DEPARTMENT CORE ADJUSTMENTS</b>									
Core Reallocation	58	3568	PS	6.00	288,739	0	0	288,739	From Commissioner's Office operating core
Core Reallocation	58	3571	EE	0.00	27,526	0	0	27,526	From Commissioner's Office operating core
Core Reallocation	1268	3568	PS	1.00	0	0	0	0	From FMDC, to use existing dollars for reassignment of duties
<b>NET DEPARTMENT CHANGES</b>				<b>7.00</b>	<b>316,265</b>	<b>0</b>	<b>0</b>	<b>316,265</b>	
<b>DEPARTMENT CORE REQUEST</b>									
			PS	7.00	288,739	0	0	288,739	
			EE	0.00	27,526	0	0	27,526	
			<b>Total</b>	<b>7.00</b>	<b>316,265</b>	<b>0</b>	<b>0</b>	<b>316,265</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>									
			PS	7.00	288,739	0	0	288,739	
			EE	0.00	27,526	0	0	27,526	
			<b>Total</b>	<b>7.00</b>	<b>316,265</b>	<b>0</b>	<b>0</b>	<b>316,265</b>	

## FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 30207	<b>DEPARTMENT:</b> Office of Administration
<b>BUDGET UNIT NAME:</b> Office of Supplier and Workforce Diversity	<b>DIVISION:</b> Commissioner's Office

**1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.**

DEPARTMENT REQUEST				
		Appr Total	Flex % Request	Flex Amount Request
Operations - 0101	PS	\$288,739	20%	\$57,748
	E&E	\$27,526	20%	\$5,505
<i>This represents the same flexibility percentage authorized in FY 2007.</i>				

**2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.**

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
None	This will allow the division the flexibility to pay accrued time when someone leaves the division or to replace critical equipment. We do not know ahead of time which of these will be needed.	This will allow the division the flexibility to pay accrued time when someone leaves the division or to replace critical equipment. We do not know ahead of time which of these will be needed.

**3. Please explain how flexibility was used in the prior and/or current years.**

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
	To pay off vacation and/or comp time if someone leaves, or to replace critical equipment (such as a copy machine) if it breaks.

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>OFF SUPPLIER WKFCF DIV</b>								
<b>CORE</b>								
MINORITY/WOMEN CERT COOR	0	0.00	0	0.00	37,608	1.00	37,608	1.00
MINORITY PURCHASING ASST	0	0.00	0	0.00	25,212	1.00	25,212	1.00
FISCAL & ADMINISTRATIVE MGR B1	0	0.00	0	0.00	37,608	1.00	37,608	1.00
DESIGNATED PRINCIPAL ASST DEPT	0	0.00	0	0.00	83,107	1.00	83,107	1.00
SPECIAL ASST PROFESSIONAL	0	0.00	0	0.00	42,887	1.00	42,887	1.00
SPECIAL ASST OFFICE & CLERICAL	0	0.00	0	0.00	62,317	2.00	62,317	2.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>288,739</b>	<b>7.00</b>	<b>288,739</b>	<b>7.00</b>
TRAVEL, IN-STATE	0	0.00	0	0.00	4,047	0.00	4,047	0.00
TRAVEL, OUT-OF-STATE	0	0.00	0	0.00	2,336	0.00	2,336	0.00
SUPPLIES	0	0.00	0	0.00	10,925	0.00	10,925	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	0	0.00	4,624	0.00	4,624	0.00
COMMUNICATION SERV & SUPP	0	0.00	0	0.00	3,894	0.00	3,894	0.00
PROFESSIONAL SERVICES	0	0.00	0	0.00	616	0.00	616	0.00
OTHER EQUIPMENT	0	0.00	0	0.00	193	0.00	193	0.00
REAL PROPERTY RENTALS & LEASES	0	0.00	0	0.00	301	0.00	301	0.00
MISCELLANEOUS EXPENSES	0	0.00	0	0.00	590	0.00	590	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>27,526</b>	<b>0.00</b>	<b>27,526</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$316,265</b>	<b>7.00</b>	<b>\$316,265</b>	<b>7.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$316,265</b>	<b>7.00</b>	<b>\$316,265</b>	<b>7.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Office of Supplier and Workforce Diversity

**Program is found in the following core budget(s):** OSWD

**1. What does this program do?**

The Director of the office of Workforce and Supplier Diversity (OSWD) has primary responsibility for assisting in the coordination and implementation of affirmative action throughout all departments of the executive branch of state government, including programs to increase M/WBE participation, and advising the Governor on issues regarding equal employment opportunity, affirmative action, and efforts to administer affirmative action goals and timetables for implementation throughout the departments of the executive branch.

Not later than January first of each calendar year, the Director of OSWD shall provide a report to the Governor and the Commissioner of Administration which summarizes the activities of each department and which contains recommendations for additional programs to accomplish the purposes of the office.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

The Office of Supplier and Workforce Diversity (OSWD) was created by Executive Order 05-30, to replace the Office of Equal Opportunity.

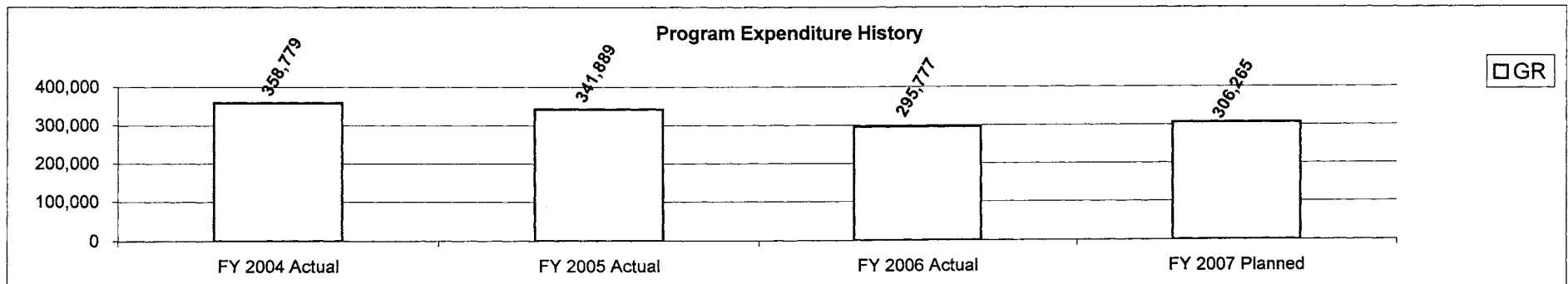
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

N/A

**NEW DECISION ITEM**  
**RANK:** 7 **OF** 24

<b>Department</b> Office of Administration	<b>Budget Unit</b> <u>30207</u>
<b>Division</b> Commissioner's Office	
<b>DI Name</b> OSWD Initiatives	<b>DI#</b> 1300019

**1. AMOUNT OF REQUEST**

FY 2008 Budget Request				
	GR	Federal	Other	Total
PS	0	0	0	0
EE	34,000	0	0	34,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>34,000</b>	<b>0</b>	<b>0</b>	<b>34,000</b>
FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

FY 2008 Governor's Recommendation				
	GR	Fed	Other	Total
PS	0	0	0	0
EE	34,000	0	0	34,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>34,000</b>	<b>0</b>	<b>0</b>	<b>34,000</b>
FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input checked="" type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

The Office of Supplier and Workforce Diversity has the primary responsibility for assisting in the coordination and implementation of affirmative action through all departments of the executive branch of state government, including programs to increase Minority/Women Business Enterprise (M/WBE) participation. Through Executive Order 05-30, all state agencies are to make every feasible effort to target the percentage of goods and service procured from certified M/WBEs to 10% and 5%, respectively. Community outreach must be enhanced to expand the pool of certified vendors. Increased awareness of the benefits of certification and educational opportunities must be publicized and promoted. Additional resources are needed to perform this function.

## NEW DECISION ITEM

RANK: 7 OF 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	<u>30207</u>
<b>Division</b>	Commissioner's Office		
<b>DI Name</b>	OSWD Initiatives	<b>DI#</b>	1300019

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

M/WBE Certification & Orientation Workshops to be held alternatively in St. Louis, Kansas City, and Jefferson City	Travel	\$1,346
Co-sponsor buyer/vendor meetings on a quarterly basis in St. Louis, Kansas City, Jefferson City	Travel	\$2,692
Co-sponsor Business Breakfast meetings in St. Louis and Kansas City alternating each quarter	Travel	\$1,346
Make presentations at the Urban League, Hispanic Chamber, Asian American Chamber, and Urban High Schools, etc.	Travel	\$2,692
Participate in one expo in St. Louis and Kansas City	Travel	\$1,262
Place one ad in St. Louis Black Pages, Kansas City Black Pages, Small Business Monthly	Services	\$2,000
Printing (posters, banners, meeting brochures, etc.)	Services	\$1,000
Subscriptions (JC Business Times, Columbia Business Times)	Supplies	\$70
Memberships (JC Area C of C, St. Louis Minority Business Council, Mid-America Minority Business Council)	Prof Dev	\$1,765
Conference Fees (Nat'l Minority Supplier Council Conference & Business Opportunity Fair, Staff Training and	Prof Dev	\$11,300
WorkDevelopment Workshop Fee, American Assoc for Affirmative Action Conference or Nat'l Assoc of Women Business))		
Sponsor Capital Connection event	Prof Dev	\$4,000
Sponsor Torch Award for Excellence in Missouri event	Prof Dev	\$4,000
Diversity, Inc.	Supplies	\$27
Miscellaneous (Agency Provided Food)	Misc	\$500
		<u>\$34,000</u>

**NEW DECISION ITEM**

RANK: 7 OF 24

<b>Department</b>	Office of Administration				<b>Budget Unit</b>	30207			
<b>Division</b>	Commissioner's Office								
<b>DI Name</b>	OSWD Initiatives				<b>DI#</b>	1300019			
<b>5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.</b>									
Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0	0
Travel	9,338						9,338		
Supplies	97						97		
Professional Development	21,065						21,065		
Professional Services	3,000						3,000		
Miscellaneous Expenses	500						500		
<b>Total EE</b>	<b>34,000</b>		<b>0</b>		<b>0</b>		<b>34,000</b>		<b>0</b>
Program Distributions							0		
<b>Total PSD</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>
Transfers									
<b>Total TRF</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>
<b>Grand Total</b>	<b>34,000</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>34,000</b>	<b>0.0</b>	<b>0</b>

## NEW DECISION ITEM

RANK: 7 OF 24

<b>Department</b> Office of Administration		<b>Budget Unit</b> 30207							
<b>Division</b> Commissioner's Office									
<b>DI Name</b> OSWD Initiatives		<b>DI#</b> 1300019							
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>
Travel	9,338						9,338		
Supplies	97						97		
Professional Development	21,065						21,065		
Professional Services	3,000						3,000		
Miscellaneous Expenses	500						500		
<b>Total EE</b>	<u>34,000</u>		<u>0</u>		<u>0</u>		<u>34,000</u>		<u>0</u>
Program Distributions							0		
<b>Total PSD</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
Transfers									
<b>Total TRF</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
<b>Grand Total</b>	<u>34,000</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>34,000</u>	<u>0.0</u>	<u>0</u>



NEW DECISION ITEM

RANK: 7 OF 24

Department	Office of Administration	Budget Unit	30207
Division	Commissioner's Office		
DI Name	OSWD Initiatives	DI#	1300019

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional**

**6a. Provide an effectiveness measure.**

Increased percentage of state agency M/WBE purchases.

Increased number of certified M/WBE vendors.

**6b. Provide an efficiency measure.**

Number of vendor certifications per outreach program.

**6c. Provide the number of clients/individuals served, if applicable.**

To be determined

**6d. Provide a customer satisfaction measure, if available.**

Feedback to be received from meetings and training sessions with internal (state agency) and external (vendors) customers.

## NEW DECISION ITEM

RANK: 7 OF 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30207
<b>Division</b>	Commissioner's Office		
<b>DI Name</b>	OSWD Initiatives	<b>DI#</b>	1300019

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

**OUTREACH ACTIVITIES**

- General Services Administration's Networking Breakfast-Kansas City, MO/St. Louis Area Networking Breakfast
- Missouri Procurement Assistant Center/Small Business Administration's
- Kansas City Minority Supplier Council's Spotlight Vendor Luncheon
- Kansas City Minority Supplier Council's Buyer/Supplier Forums
- Kansas City Minority Supplier Council's Minority Business Coordinator's Committee Meeting
- St. Louis Minority Business Council's Annual Meeting
- Meetings and Small Business Presentations
- St. Louis Minority Business Coordinators' Resource Group

**ANNUALLY**

- Kansas City Minority Supplier Council's Business Investment Expo
- St. Louis Minority Business Council's Annual Trade Fair
- St. Louis Black Expo
- Ike Skelton Procurement Conference
- Show-Me Women in Business Conference
- Supplier Diversity Program's "Capitol Connection"
- Minority Enterprise Development (MED) Week activities & OSWD Torch Awards

**ADVERTISING AND PUBLICITY**

- Annual campaigns in the St. Louis Small Business Monthly and the Kansas City Small Business Journal
- Event-"specific" advertisements (i.e. expos and trade fairs, MED Week)
- New program brochure
- New web site development
- Newsletter
- Annual campaign of presentations about the program throughout the minority and woman-owned business enterprise community and with State agencies to introduce new program and services

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>OFF SUPPLIER WKFCF DIV</b>								
<b>OSWD Initiatives - 1300019</b>								
TRAVEL, IN-STATE	0	0.00	0	0.00	9,338	0.00	9,338	0.00
SUPPLIES	0	0.00	0	0.00	97	0.00	97	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	0	0.00	21,065	0.00	21,065	0.00
PROFESSIONAL SERVICES	0	0.00	0	0.00	3,000	0.00	3,000	0.00
MISCELLANEOUS EXPENSES	0	0.00	0	0.00	500	0.00	500	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>34,000</b>	<b>0.00</b>	<b>34,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$34,000</b>	<b>0.00</b>	<b>\$34,000</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$34,000</b>	<b>0.00</b>	<b>\$34,000</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

## OFFICE OF ADMINISTRATION

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>MLK JR COMMISSION</b>								
<b>CORE</b>								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	0	0.00	40,189	0.00	40,189	0.00
TOTAL - EE	0	0.00	0	0.00	40,189	0.00	40,189	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>40,189</b>	<b>0.00</b>	<b>40,189</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$40,189</b>	<b>0.00</b>	<b>\$40,189</b>	<b>0.00</b>

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30209
<b>Division</b>	Commissioner's Office		
<b>Core -</b>	MLK, Jr State Celebration Commission		

## 1. CORE FINANCIAL SUMMARY

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	40,189	0	0	40,189
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>40,189</b>	<b>0</b>	<b>0</b>	<b>40,189</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	40,189	0	0	40,189
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>40,189</b>	<b>0</b>	<b>0</b>	<b>40,189</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

The Martin Luther King, Jr State Celebration Commission was established by Executive Order 85-19, and membership expanded by Executive Orders 86-28 and 95-22, to consider and recommend to individuals and organizations appropriate activities for the recognition and celebration of Martin Luther King Day in the State of Missouri. The Commission, which consists of ten individuals appointed by the Governor, evaluates proposals from throughout the State to select those eligible to receive assistance from the State for their MLK day recognition events.

## 3. PROGRAM LISTING (list programs included in this core funding)

N/A

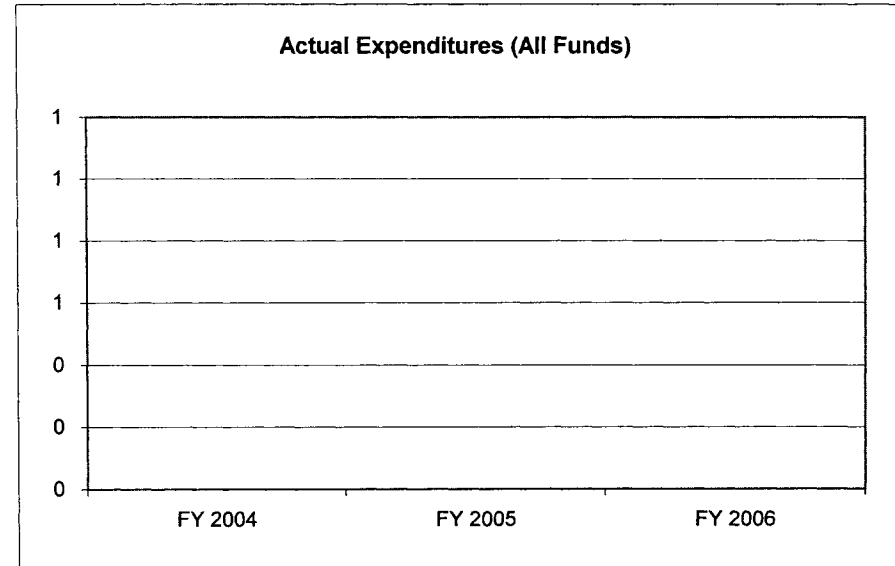
## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30209
<b>Division</b>	Commissioner's Office		
<b>Core -</b>	MLK, Jr State Celebration Commission		

## 4. FINANCIAL HISTORY

	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Current Yr.
Appropriation (All Funds)				0
Less Reverted (All Funds)				N/A
Budget Authority (All Funds)	0	0	0	N/A
Actual Expenditures (All Funds)				N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue				N/A
Federal				N/A
Other				N/A

(1)



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** (1) Funds for the Martin Luther King State Celebration Commission were in the Commissioner's Office core in prior fiscal years. Actual expenditures in FY 06 were \$40,189.

**CORE RECONCILIATION DETAIL**

**OFFICE OF ADMINISTRATION**

**MLK JR COMMISSION**

**5. CORE RECONCILIATION DETAIL**

			Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>DEPARTMENT CORE ADJUSTMENTS</b>									
Core Reallocation	60	3572	EE	0.00	40,189	0	0	40,189	From Commissioner's Office operating core
<b>NET DEPARTMENT CHANGES</b>				<b>0.00</b>	<b>40,189</b>	<b>0</b>	<b>0</b>	<b>40,189</b>	
<b>DEPARTMENT CORE REQUEST</b>									
			EE	0.00	40,189	0	0	40,189	
<b>Total</b>				<b>0.00</b>	<b>40,189</b>	<b>0</b>	<b>0</b>	<b>40,189</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>									
			EE	0.00	40,189	0	0	40,189	
<b>Total</b>				<b>0.00</b>	<b>40,189</b>	<b>0</b>	<b>0</b>	<b>40,189</b>	

## FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 30209	<b>DEPARTMENT:</b> Office of Administration
<b>BUDGET UNIT NAME:</b> MLK, Jr State Celebration Commission	<b>DIVISION:</b> Commissioner's Office

**1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.**

DEPARTMENT REQUEST				
		Appr Total	Flex % Request	Flex Amount Request
Operations - 0101	E&E	\$40,189	20%	\$8,038
<i>This represents the same flexility percentage authorized in FY 2007.</i>				

**2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.**

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
None	This will allow the division the flexibility to pay accrued time when someone leaves the division or to replace critical equipment. We do not know ahead of time which of these will be needed.	This will allow the division the flexibility to pay accrued time when someone leaves the division or to replace critical equipment. We do not know ahead of time which of these will be needed.

**3. Please explain how flexibility was used in the prior and/or current years.**

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
	To pay off vacation and/or comp time if someone leaves, or to replace critical equipment (such as a copy machine) if it breaks.



# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>MLK JR COMMISSION</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	0	0.00	0	0.00	977	0.00	977	0.00
SUPPLIES	0	0.00	0	0.00	355	0.00	355	0.00
PROFESSIONAL SERVICES	0	0.00	0	0.00	6,275	0.00	6,275	0.00
REAL PROPERTY RENTALS & LEASES	0	0.00	0	0.00	460	0.00	460	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	0	0.00	985	0.00	985	0.00
MISCELLANEOUS EXPENSES	0	0.00	0	0.00	31,137	0.00	31,137	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>40,189</b>	<b>0.00</b>	<b>40,189</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$40,189</b>	<b>0.00</b>	<b>\$40,189</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$40,189</b>	<b>0.00</b>	<b>\$40,189</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** MLK, Jr Celebration Commission

**Program is found in the following core budget(s):** MLK, Jr Commission

**1. What does this program do?**

The Martin Luther King, Jr State Celebration Commission was established to consider and recommend to individuals and organizations appropriate activities for the recognition and celebration of Martin Luther King Day in the State of Missouri. The Commission, which consists of ten individuals appointed by the Governor, evaluates proposals from throughout the State to select those eligible to receive assistance from the State for their MLK day recognition events.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

The Martin Luther King, Jr State Celebration Commission was established by Executive Order 85-19, and membership expanded by Executive Orders 86-28 and 95-22.

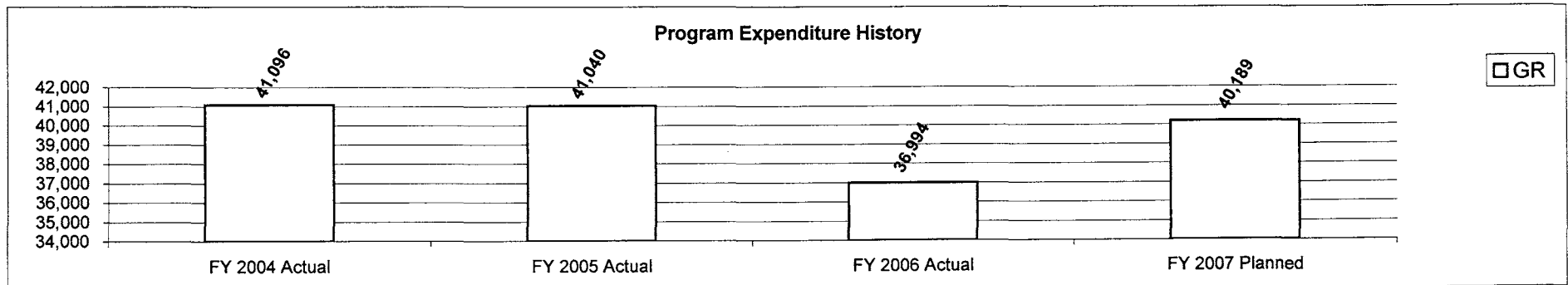
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

N/A



# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>ACCOUNTING - OPERATING</b>									
<b>CORE</b>									
PERSONAL SERVICES									
GENERAL REVENUE	1,896,837	52.73	2,109,977	53.00	2,167,721	55.00	2,167,721	55.00	
TOTAL - PS	1,896,837	52.73	2,109,977	53.00	2,167,721	55.00	2,167,721	55.00	
EXPENSE & EQUIPMENT									
GENERAL REVENUE	239,847	0.00	170,170	0.00	166,180	0.00	166,180	0.00	
TOTAL - EE	239,847	0.00	170,170	0.00	166,180	0.00	166,180	0.00	
PROGRAM-SPECIFIC									
GENERAL REVENUE	0	0.00	100	0.00	100	0.00	100	0.00	
TOTAL - PD	0	0.00	100	0.00	100	0.00	100	0.00	
<b>TOTAL</b>	<b>2,136,684</b>	<b>52.73</b>	<b>2,280,247</b>	<b>53.00</b>	<b>2,334,001</b>	<b>55.00</b>	<b>2,334,001</b>	<b>55.00</b>	
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>									
PERSONAL SERVICES									
GENERAL REVENUE	0	0.00	0	0.00	0	0.00	65,031	0.00	
TOTAL - PS	0	0.00	0	0.00	0	0.00	65,031	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>65,031</b>	<b>0.00</b>	
<b>Acctg Spec Reclassification - 1300009</b>									
PERSONAL SERVICES									
GENERAL REVENUE	0	0.00	0	0.00	30,580	0.00	30,580	0.00	
TOTAL - PS	0	0.00	0	0.00	30,580	0.00	30,580	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>30,580</b>	<b>0.00</b>	<b>30,580</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$2,136,684</b>	<b>52.73</b>	<b>\$2,280,247</b>	<b>53.00</b>	<b>\$2,364,581</b>	<b>55.00</b>	<b>\$2,429,612</b>	<b>55.00</b>	

## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30404
<b>Division</b>	Accounting		
<b>Core</b>	Operating		

**1. CORE FINANCIAL SUMMARY**

	FY 2008 Budget Request					FY 2008 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	2,167,721	0	0	2,167,721	PS	2,167,721	0	0	2,167,721
EE	166,180	0	0	166,180	EE	166,180	0	0	166,180
PSD	100	0	0	100	PSD	100	0	0	100
<b>Total</b>	<b>2,334,001</b>	<b>0</b>	<b>0</b>	<b>2,334,001</b>	<b>Total</b>	<b>2,334,001</b>	<b>0</b>	<b>0</b>	<b>2,334,001</b>
 FTE	 55.00	 0.00	 0.00	 55.00	 FTE	 55.00	 0.00	 0.00	 55.00

<b>Est. Fringe</b>	1,061,316	0	0	1,061,316
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds:

Other Funds:

**2. CORE DESCRIPTION**

This core request is to fund the operations of the Division of Accounting. The division provides a central payroll processing function, central accounting service, and a statewide financial reporting function for the State of Missouri. This includes producing payroll ACH/checks and vendor payments. The division also prepares and distributes comprehensive, accurate and timely financial reports for the State of Missouri. In addition, the division is responsible for monitoring and oversight of the employee benefits programs; providing support and oversight for issuance of debt; and statewide expenditure review. The division is also responsible for the administration of social security coverage for state and political subdivision employees.

This budget request reflects a decrease of \$3,990 for FY 07 one-time expenditures.

**3. PROGRAM LISTING (list programs included in this core funding)**

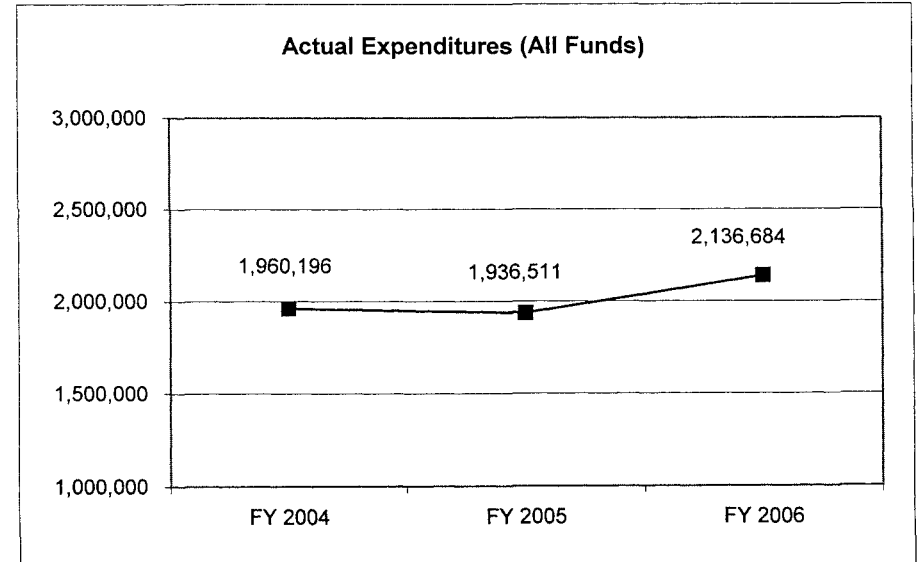
Accounting Operations

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30404
<b>Division</b>	Accounting		
<b>Core</b>	Operating		

## 4. FINANCIAL HISTORY

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)	2,107,302	2,085,376	2,288,187	2,280,247
Less Reverted (All Funds)	(61,438)	(148,680)	(67,433)	N/A
Budget Authority (All Funds)	2,045,864	1,936,696	2,220,754	N/A
Actual Expenditures (All Funds)	1,960,196	1,936,511	2,136,684	N/A
Unexpended (All Funds)	85,668	185	84,070	N/A
Unexpended, by Fund:				
General Revenue	85,668	185	43,642	N/A
Federal	0	0	0	N/A
Other	0	0	40,428	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### NOTES:

## CORE RECONCILIATION DETAIL

## OFFICE OF ADMINISTRATION

## ACCOUNTING - OPERATING

## 5. CORE RECONCILIATION DETAIL

			Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>									
			PS	53.00	2,109,977	0	0	2,109,977	
			EE	0.00	170,170	0	0	170,170	
			PD	0.00	100	0	0	100	
			<b>Total</b>	<b>53.00</b>	<b>2,280,247</b>	<b>0</b>	<b>0</b>	<b>2,280,247</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>									
Transfer In	1272 0154		PS	0.00	57,744	0	0	57,744	From DOC FMDC consolidation for accounting admin
1x Expenditures	219 0157		EE	0.00	(3,990)	0	0	(3,990)	One-time computer and office equipment
Core Reallocation	1270 0154		PS	2.00	0	0	0	0	From FMDC consolidation for accounting admin
<b>NET DEPARTMENT CHANGES</b>				<b>2.00</b>	<b>53,754</b>	<b>0</b>	<b>0</b>	<b>53,754</b>	
<b>DEPARTMENT CORE REQUEST</b>									
			PS	55.00	2,167,721	0	0	2,167,721	
			EE	0.00	166,180	0	0	166,180	
			PD	0.00	100	0	0	100	
			<b>Total</b>	<b>55.00</b>	<b>2,334,001</b>	<b>0</b>	<b>0</b>	<b>2,334,001</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>									
			PS	55.00	2,167,721	0	0	2,167,721	
			EE	0.00	166,180	0	0	166,180	
			PD	0.00	100	0	0	100	
			<b>Total</b>	<b>55.00</b>	<b>2,334,001</b>	<b>0</b>	<b>0</b>	<b>2,334,001</b>	

# FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 30404	<b>DEPARTMENT:</b> Office of Administration
<b>BUDGET UNIT NAME:</b> Accounting - Operating	<b>DIVISION:</b> Accounting

**1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.**

## DEPARTMENT REQUEST

It is requested that 20% be approved as flexible PS/EE. This flexibility would help the division manage responsibilities and resources should any withholding occur. The division's responsibilities of vendor payments, payroll, debt management, and financial reporting are critical statewide functions.

Section	PS or E&E	Core	% Flex Requested	Flex Request Amount
Operations - 0101	PS	\$2,167,721	20%	\$433,544
	E&E	\$166,280	20%	\$33,256
<i>Total Request</i>		\$2,334,001	20%	\$466,800

**2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.**

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
None	Dependent on timing and amount of any FY07 withholding.	Dependent on timing and amount of any FY08 withholding.

**3. Please explain how flexibility was used in the prior and/or current years.**

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
N/A	Dependent on timing and amount of any FY07 withholding.



## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ACCOUNTING - OPERATING</b>								
<b>CORE</b>								
OFFICE SUPPORT ASST (CLERICAL)	4,035	0.21	0	0.00	0	0.00	0	0.00
ADMIN OFFICE SUPPORT ASSISTANT	57,070	2.00	58,756	2.00	59,784	2.00	59,784	2.00
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	20,143	1.00	0	0.00	0	0.00
ACCOUNT CLERK I	40,185	1.93	43,668	2.00	68,816	3.00	68,816	3.00
ACCOUNT CLERK II	130,797	5.80	143,820	5.00	57,472	2.00	57,472	2.00
ACCOUNTANT I	263,454	8.72	307,813	9.00	291,832	9.00	291,832	9.00
ACCOUNTANT II	180,521	5.10	168,468	4.00	212,356	5.00	212,356	5.00
ACCOUNTANT III	43,584	1.00	45,327	1.00	45,324	1.00	45,324	1.00
ACCOUNTING SPECIALIST I	0	0.00	65,295	2.00	65,304	2.00	65,304	2.00
ACCOUNTING SPECIALIST III	0	0.00	43,343	1.00	43,344	1.00	43,344	1.00
ACCOUNTING ANAL I	168,589	5.50	242,561	6.00	192,648	6.00	192,648	6.00
ACCOUNTING ANAL II	112,431	3.02	116,601	3.00	151,740	4.00	151,740	4.00
ACCOUNTING ANAL III	42,756	1.00	44,466	1.00	44,472	1.00	44,472	1.00
CENTRAL ACCOUNTING TECH	88,256	3.53	84,939	3.00	177,277	6.00	177,277	6.00
COMPLIANCE AUDITOR I	33,792	1.00	35,144	1.00	35,148	1.00	35,148	1.00
COMPLIANCE AUDITOR II	38,532	1.00	40,073	1.00	40,068	1.00	40,068	1.00
LABORER I	7,961	0.35	0	0.00	0	0.00	0	0.00
FISCAL & ADMINISTRATIVE MGR B1	90,775	1.99	92,527	2.00	103,724	2.00	103,724	2.00
FISCAL & ADMINISTRATIVE MGR B2	243,035	4.28	236,421	4.00	236,421	4.00	236,421	4.00
FISCAL & ADMINISTRATIVE MGR B3	151,368	2.00	157,423	2.00	157,423	2.00	157,423	2.00
DIVISION DIRECTOR	86,364	1.00	89,819	1.00	89,819	1.00	89,819	1.00
DESIGNATED PRINCIPAL ASST DIV	86,822	2.79	37,665	1.00	94,749	2.00	94,749	2.00
MISCELLANEOUS PROFESSIONAL	26,510	0.51	0	0.00	0	0.00	0	0.00
SPECIAL ASST OFFICE & CLERICAL	0	0.00	35,705	1.00	0	0.00	0	0.00
<b>TOTAL - PS</b>	<b>1,896,837</b>	<b>52.73</b>	<b>2,109,977</b>	<b>53.00</b>	<b>2,167,721</b>	<b>55.00</b>	<b>2,167,721</b>	<b>55.00</b>
TRAVEL, IN-STATE	838	0.00	2,090	0.00	3,090	0.00	3,090	0.00
TRAVEL, OUT-OF-STATE	3,429	0.00	2,200	0.00	3,500	0.00	3,500	0.00
SUPPLIES	19,822	0.00	32,900	0.00	34,900	0.00	34,900	0.00
PROFESSIONAL DEVELOPMENT	23,896	0.00	16,000	0.00	24,900	0.00	24,900	0.00
COMMUNICATION SERV & SUPP	22,541	0.00	30,445	0.00	30,600	0.00	30,600	0.00
PROFESSIONAL SERVICES	139,956	0.00	70,822	0.00	32,490	0.00	32,490	0.00
M&R SERVICES	2,252	0.00	5,223	0.00	9,000	0.00	9,000	0.00

# OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ACCOUNTING - OPERATING</b>								
<b>CORE</b>								
COMPUTER EQUIPMENT	0	0.00	3,483	0.00	0	0.00	0	0.00
OFFICE EQUIPMENT	20,794	0.00	5,000	0.00	10,700	0.00	10,700	0.00
OTHER EQUIPMENT	147	0.00	1,007	0.00	10,000	0.00	10,000	0.00
EQUIPMENT RENTALS & LEASES	90	0.00	0	0.00	0	0.00	0	0.00
MISCELLANEOUS EXPENSES	6,082	0.00	1,000	0.00	7,000	0.00	7,000	0.00
<b>TOTAL - EE</b>	<b>239,847</b>	<b>0.00</b>	<b>170,170</b>	<b>0.00</b>	<b>166,180</b>	<b>0.00</b>	<b>166,180</b>	<b>0.00</b>
REFUNDS	0	0.00	100	0.00	100	0.00	100	0.00
<b>TOTAL - PD</b>	<b>0</b>	<b>0.00</b>	<b>100</b>	<b>0.00</b>	<b>100</b>	<b>0.00</b>	<b>100</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$2,136,684</b>	<b>52.73</b>	<b>\$2,280,247</b>	<b>53.00</b>	<b>\$2,334,001</b>	<b>55.00</b>	<b>\$2,334,001</b>	<b>55.00</b>
<b>GENERAL REVENUE</b>	<b>\$2,136,684</b>	<b>52.73</b>	<b>\$2,280,247</b>	<b>53.00</b>	<b>\$2,334,001</b>	<b>55.00</b>	<b>\$2,334,001</b>	<b>55.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Accounting Operations  
**Program is found in the following core budget(s):** Accounting Operating

**1. What does this program do?**

This program provides a central payroll processing function, central accounting services function, and the statewide financial reporting for the State of Missouri. The payroll function includes producing state employee's payroll checks or direct deposits and producing W-2s. The central accounting services function produces vendor payment checks and ACH transactions and produces 1099's. This program also assists with maintaining the Statewide Accounting System (SAM II). This includes establishing coding structure, maintaining system tables, preparing the chart of accounts for the system, and monitoring system assurance reports. The financial reporting portion of this program is responsible for producing the Comprehensive Annual Financial Report (CAFR), the annual Appropriation Activity Report, and the Statewide Cost Allocation Plan (SWCAP). The financial reporting area monitors general revenue cash flow activity on both daily and monthly basis. Reports produced are essential to sound financial management of the State. Financial reporting also provides continuing disclosure information for outstanding debt to the Nationally Recognized Municipal Securities Information Repositories (NRMSIR) in accordance with the Securities and Exchange Commission's Section (b) (5) of SEC Rule 15c1-2. Financial reporting also includes the statewide expenditure review function.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

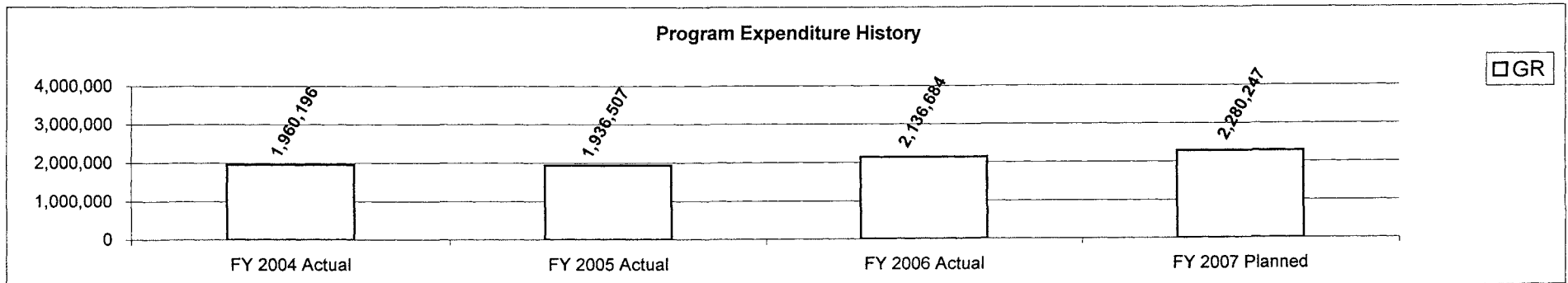
Chapter 33, RSMo and SEC Rule 15c2-12

**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**

Includes personal service and expense and equipment costs for support staff for the Debt Management Program, CMIA, and Other Federal Payment Program. Not cost beneficial to break those cost out because of the overlap of staff duties.

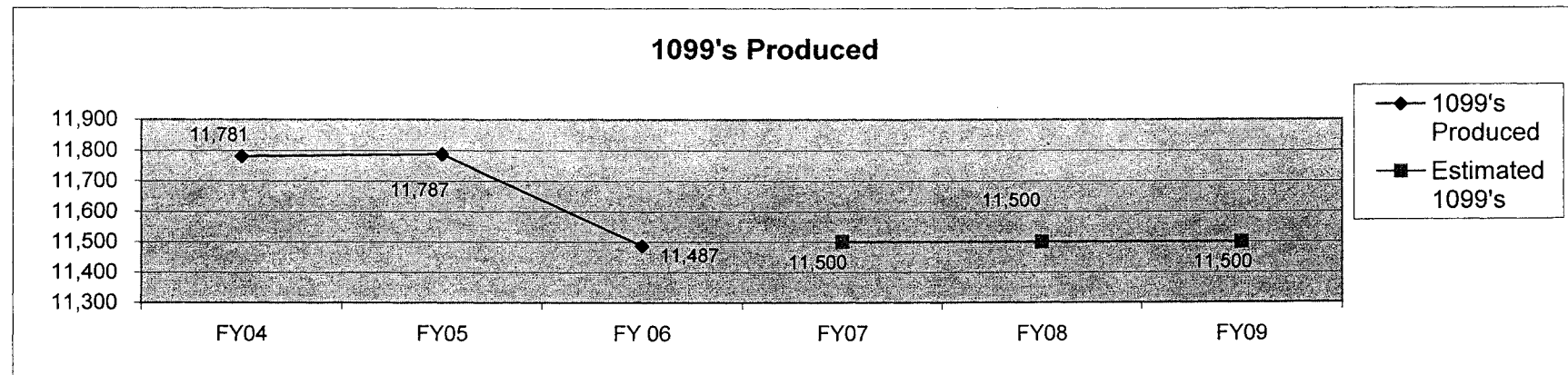
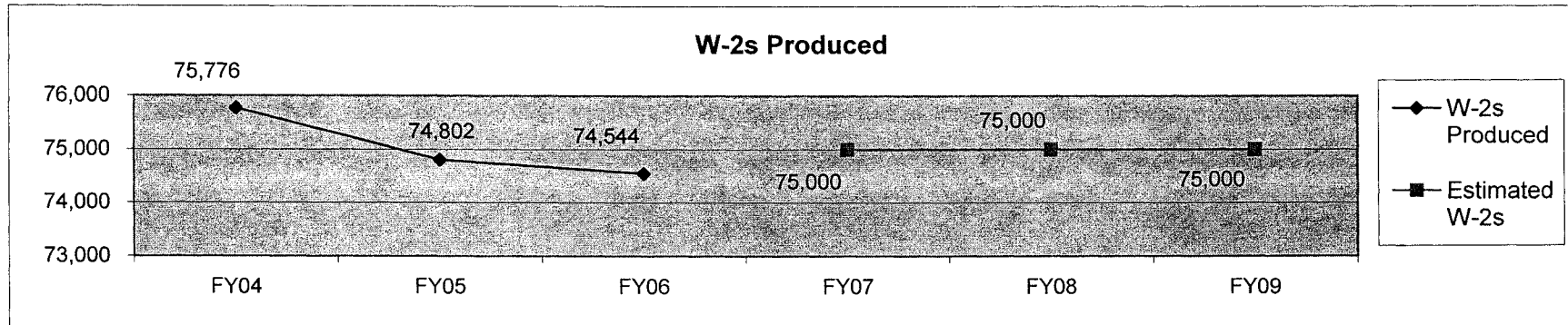
## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Accounting Operations  
**Program is found in the following core budget(s):** Accounting Operating

**6. What are the sources of the "Other " funds?**

N/A

**7a. Provide an effectiveness measure.**

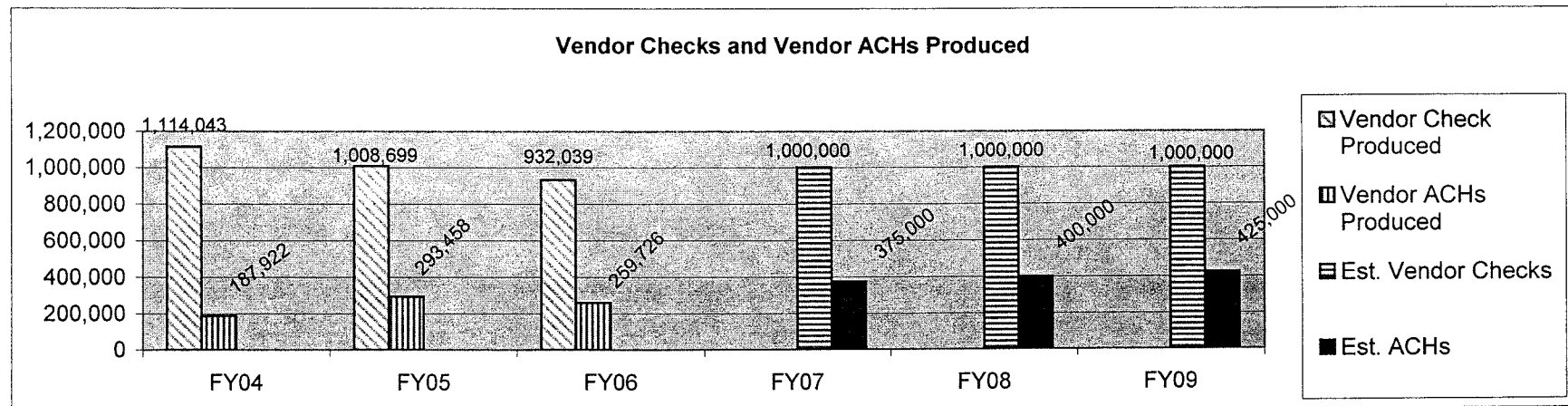
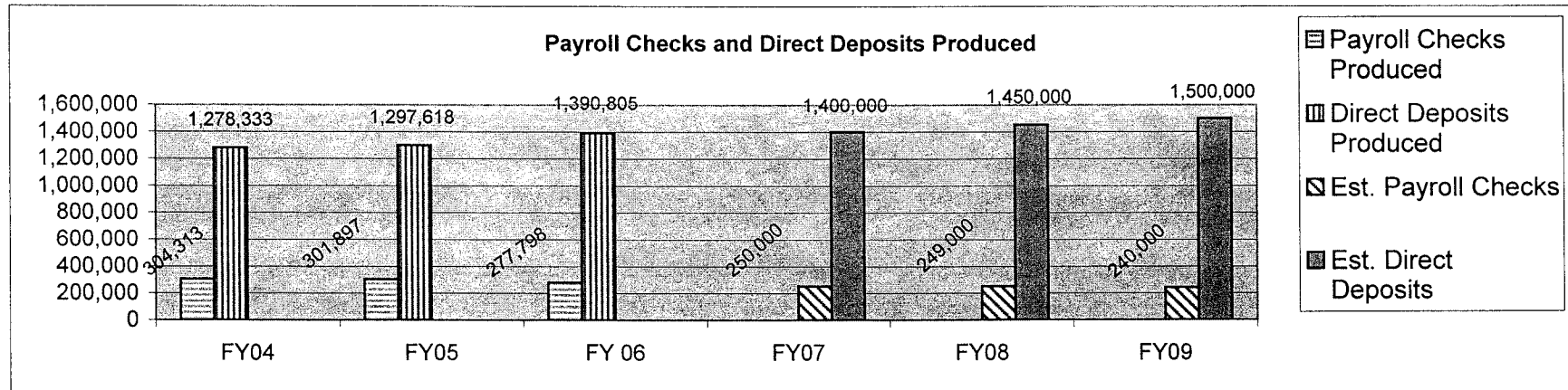


Financial reports are also critical in sound financial management, maintaining the State's AAA bond rating, and complying with the Securities and Exchange Commission regulations.

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Accounting Operations  
**Program is found in the following core budget(s):** Accounting Operating

## 7b. Provide an efficiency measure.

**Financial Reports**

CAFR produced within six months after the fiscal year ended (December 31).  
 Appropriation Activity produced 60-days after close of the fiscal year  
 (October 31 in FY 02-04 and September 30 in FY 05).

**Date Produced**

FY 02	FY 03	FY 04	FY 05
03/31/2003	12/30/2003	12/08/2004	01/20/2006
10/31/2002	10/24/2003	08/31/2004	09/15/2005

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Accounting Operations  
**Program is found in the following core budget(s):** Accounting Operating

**7c. Provide the number of clients/individuals served, if applicable.**

Average Number of Active <sup>(1)</sup> Employees on the HR System (July 2005-July 2006)	63,604
Average Number of Active Vendors on the Vendor File (FY 2006)	120,856

<sup>(1)</sup>Includes full-time and part-time.

**7d. Provide a customer satisfaction measure, if available.**

N/A



# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>BUDGET &amp; PLANNING - OPER</b>								
<b>CORE</b>								
PERSONAL SERVICES								
GENERAL REVENUE	1,449,071	28.45	1,617,212	29.00	1,617,212	29.00	1,617,212	29.00
TOTAL - PS	1,449,071	28.45	1,617,212	29.00	1,617,212	29.00	1,617,212	29.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	94,343	0.00	86,093	0.00	86,093	0.00	86,093	0.00
TOTAL - EE	94,343	0.00	86,093	0.00	86,093	0.00	86,093	0.00
<b>TOTAL</b>	<b>1,543,414</b>	<b>28.45</b>	<b>1,703,305</b>	<b>29.00</b>	<b>1,703,305</b>	<b>29.00</b>	<b>1,703,305</b>	<b>29.00</b>
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	0	0.00	0	0.00	48,517	0.00
TOTAL - PS	0	0.00	0	0.00	0	0.00	48,517	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>48,517</b>	<b>0.00</b>
<b>2010 Census/Redistricting Prep - 1300017</b>								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	0	0.00	4,000	0.00	4,000	0.00
TOTAL - EE	0	0.00	0	0.00	4,000	0.00	4,000	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>4,000</b>	<b>0.00</b>	<b>4,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$1,543,414</b>	<b>28.45</b>	<b>\$1,703,305</b>	<b>29.00</b>	<b>\$1,707,305</b>	<b>29.00</b>	<b>\$1,755,822</b>	<b>29.00</b>



## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30530
<b>Division</b>	Budget & Planning		
<b>Core -</b>	Operating		

**1. CORE FINANCIAL SUMMARY**

FY 2008 Budget Request					FY 2008 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	1,617,212	0	0	1,617,212	PS	1,617,212	0	0	1,617,212
EE	86,093	0	0	86,093	EE	86,093	0	0	86,093
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
<b>Total</b>	<b>1,703,305</b>	<b>0</b>	<b>0</b>	<b>1,703,305</b>	<b>Total</b>	<b>1,703,305</b>	<b>0</b>	<b>0</b>	<b>1,703,305</b>
<b>FTE</b>	<b>29.00</b>	<b>0.00</b>	<b>0.00</b>	<b>29.00</b>	<b>FTE</b>	<b>29.00</b>	<b>0.00</b>	<b>0.00</b>	<b>29.00</b>

<b>Est. Fringe</b>	791,787	0	0	791,787
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. CORE DESCRIPTION**

This core request represents resources for continued operation of the Division of Budget and Planning. Chapter 33, RSMo, charges the Division to assist the Commissioner of Administration and the Governor in management of the Executive Branch. The division analyzes budget policy issues and provides fiscal information to the Commissioner, the Governor's office, the General Assembly, Missouri's congressional delegation, and state, local, and federal agencies. The staff reviews state agency fiscal operations, prepares annual budget instructions, analyzes budget requests, and prepares the annual Executive Budget and appropriation bills. The division manages the automated state budget system. Division staff analyze the state economy and tax issues, estimate revenue collections, track agency performance measures, and draft fiscal notes. The division coordinates legislative reviews for the executive branch. The division reviews federal issues and their impact on Missouri. The division also is the designated state demographic agency and has statutory duties for technical aid to the decennial reapportionment of election districts.

**3. PROGRAM LISTING (list programs included in this core funding)**

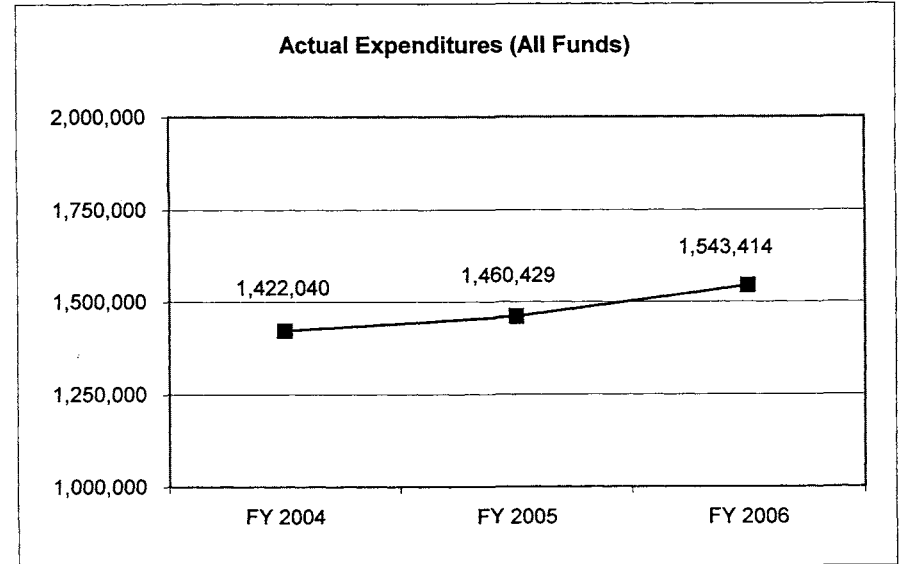
Budget & Planning Operations  
Demography & Reapportionment Support

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30530
<b>Division</b>	Budget & Planning		
<b>Core -</b>	Operating		

## 4. FINANCIAL HISTORY

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)	1,528,774	1,529,420	1,606,763	1,703,305
Less Reverted (All Funds)	(45,863)	(25,882)	(48,203)	N/A
Budget Authority (All Funds)	1,482,911	1,503,538	1,558,560	N/A
Actual Expenditures (All Funds)	1,422,040	1,460,429	1,543,414	N/A
Unexpended (All Funds)	60,871	43,109	15,146	N/A
Unexpended, by Fund:				
General Revenue	60,871	43,109	15,146	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### NOTES:

## CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION  
BUDGET & PLANNING - OPER

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	PS	29.00	1,617,212	0	0	1,617,212	
	EE	0.00	86,093	0	0	86,093	
	<b>Total</b>	<b>29.00</b>	<b>1,703,305</b>	<b>0</b>	<b>0</b>	<b>1,703,305</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	PS	29.00	1,617,212	0	0	1,617,212	
	EE	0.00	86,093	0	0	86,093	
	<b>Total</b>	<b>29.00</b>	<b>1,703,305</b>	<b>0</b>	<b>0</b>	<b>1,703,305</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PS	29.00	1,617,212	0	0	1,617,212	
	EE	0.00	86,093	0	0	86,093	
	<b>Total</b>	<b>29.00</b>	<b>1,703,305</b>	<b>0</b>	<b>0</b>	<b>1,703,305</b>	

## FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 30530	<b>DEPARTMENT:</b> OFFICE OF ADMINISTRATION
<b>BUDGET UNIT NAME:</b> BUDGET & PLANNING - Operating	<b>DIVISION:</b> BUDGET & PLANNING

**1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.**

<b>DEPARTMENT REQUEST</b>
20% of PS and E&E budgeted amount. This totals \$323,442 PS and \$17,218 EE. B&P received 20% flexibility in Fiscal Year 2007. This will allow the division the flexibility to pay accrued time when someone leaves the division, replace critical equipment, and meet basic training needs for analysts and supervisors. We do not know ahead of time which of these will be needed. Previous years' core cuts have limited the division's ability to pay these ongoing liabilities.

**2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.**

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
\$5,000	Unknown. Dependent on staff turnover.	Unknown. Dependent on staff turnover.

**3. Please explain how flexibility was used in the prior and/or current years.**

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
Used to cover the cost of a tax data contract with UMC that was picked-up out of core by B&P's core and necessary for the production of the Tax Expenditure Report. Also, replaced an outdated duplex/printer used in Executive Budget production.	Unknown.

**OFFICE OF ADMINISTRATION****DECISION ITEM DETAIL**

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>BUDGET &amp; PLANNING - OPER</b>								
<b>CORE</b>								
ADMIN OFFICE SUPPORT ASSISTANT	92,335	3.00	95,123	3.00	96,804	3.00	96,804	3.00
SR OFC SUPPORT ASST (KEYBRD)	5,655	0.25	0	0.00	0	0.00	0	0.00
ACCOUNTING ANAL III	41,676	1.00	43,343	1.00	43,344	1.00	43,344	1.00
BUDGET & PLNG ANAL I	9,003	0.24	0	0.00	0	0.00	0	0.00
BUDGET & PLNG ANAL II	166,775	4.31	308,668	7.00	266,687	5.00	266,687	5.00
BUDGET & PLNG SR ANAL	264,442	5.43	266,293	4.00	301,140	6.00	301,140	6.00
ECONOMIST (OA/REVENUE)	99,432	2.00	102,586	2.00	104,784	2.00	104,784	2.00
STATE DEMOGRAPHER	64,836	1.00	67,429	1.00	67,428	1.00	67,428	1.00
EXECUTIVE I	35,450	1.03	35,793	1.00	35,796	1.00	35,796	1.00
PLANNER IV	52,441	0.90	60,590	1.00	60,588	1.00	60,588	1.00
FISCAL & ADMINISTRATIVE MGR B2	83,152	1.46	122,641	2.00	56,871	1.00	56,871	1.00
FISCAL & ADMINISTRATIVE MGR B3	390,268	5.58	369,566	5.00	438,590	6.00	438,590	6.00
DIVISION DIRECTOR	91,978	1.00	95,747	1.00	95,747	1.00	95,747	1.00
DESIGNATED PRINCIPAL ASST DIV	49,232	1.17	44,441	1.00	44,441	1.00	44,441	1.00
MISCELLANEOUS PROFESSIONAL	2,396	0.08	4,992	0.00	4,992	0.00	4,992	0.00
<b>TOTAL - PS</b>	<b>1,449,071</b>	<b>28.45</b>	<b>1,617,212</b>	<b>29.00</b>	<b>1,617,212</b>	<b>29.00</b>	<b>1,617,212</b>	<b>29.00</b>
TRAVEL, IN-STATE	1,499	0.00	1,000	0.00	1,500	0.00	1,500	0.00
TRAVEL, OUT-OF-STATE	2,676	0.00	2,500	0.00	8,000	0.00	8,000	0.00
SUPPLIES	18,698	0.00	22,000	0.00	20,000	0.00	20,000	0.00
PROFESSIONAL DEVELOPMENT	22,747	0.00	24,000	0.00	23,000	0.00	23,000	0.00
COMMUNICATION SERV & SUPP	10,067	0.00	12,735	0.00	11,000	0.00	11,000	0.00
PROFESSIONAL SERVICES	18,354	0.00	11,794	0.00	11,794	0.00	11,794	0.00
JANITORIAL SERVICES	15	0.00	0	0.00	25	0.00	25	0.00
M&R SERVICES	281	0.00	1,000	0.00	300	0.00	300	0.00
COMPUTER EQUIPMENT	1,326	0.00	0	0.00	0	0.00	0	0.00
OFFICE EQUIPMENT	13,243	0.00	3,000	0.00	3,000	0.00	3,000	0.00
OTHER EQUIPMENT	0	0.00	100	0.00	0	0.00	0	0.00
REAL PROPERTY RENTALS & LEASES	0	0.00	100	0.00	100	0.00	100	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>BUDGET &amp; PLANNING - OPER</b>								
<b>CORE</b>								
MISCELLANEOUS EXPENSES	5,437	0.00	7,864	0.00	7,374	0.00	7,374	0.00
TOTAL - EE	94,343	0.00	86,093	0.00	86,093	0.00	86,093	0.00
<b>GRAND TOTAL</b>	<b>\$1,543,414</b>	<b>28.45</b>	<b>\$1,703,305</b>	<b>29.00</b>	<b>\$1,703,305</b>	<b>29.00</b>	<b>\$1,703,305</b>	<b>29.00</b>
GENERAL REVENUE	\$1,543,414	28.45	\$1,703,305	29.00	\$1,703,305	29.00	\$1,703,305	29.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** B&P Operations

**Program is found in the following core budget(s):** Division of Budget & Planning

**1. What does this program do?**

The division analyzes budget policy issues and provides fiscal information to the commissioner, the Governor's office, the General Assembly, Missouri's congressional delegation, and state, local, and federal agencies. The staff reviews state agency fiscal operations, prepares annual budget instructions, analyzes budget requests, and prepares the annual Executive Budget and appropriation bills. The division manages the automated state budget system. Division staff analyze the state economy and tax issues, estimate revenue collections, track agency performance measures, review legislation with budget implications, and draft fiscal notes. The division coordinates legislative reviews for the executive branch. The division reviews federal issues and their impact on Missouri.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapter 33, RSMo.

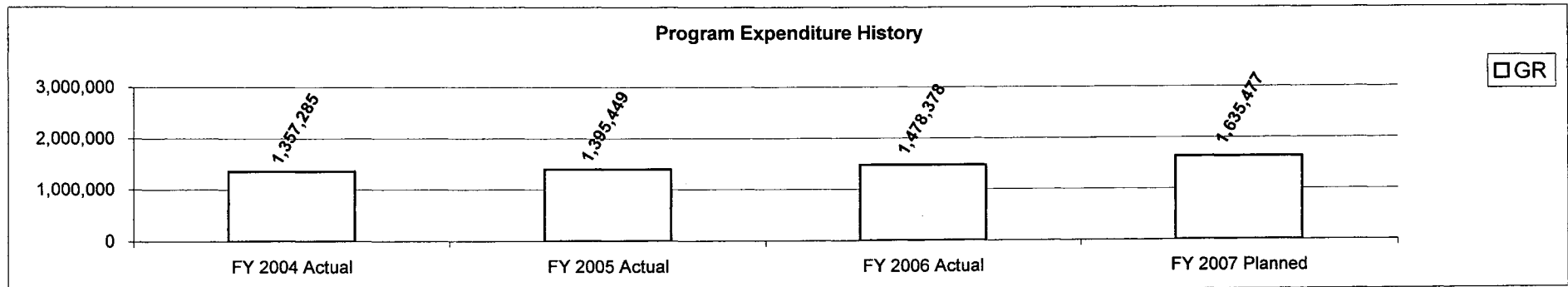
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

N/A

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** B&P Operations  
**Program is found in the following core budget(s):** Division of Budget & Planning

**7a. Provide an effectiveness measure.**

N/A

**7b. Provide an efficiency measure.**

Ratio of Budget Staff to Operating Budget and Budget \$ Per Budget Analyst  
*Numbers from 2006 phone/e-mail/web survey of surrounding states*

State	Number of Analysts	Operating Budget	Billions \$ Per Analyst
Tennessee	18	\$26.10	\$1.45
Oklahoma	10	\$14.03	\$1.40
Kansas	14	\$11.80	\$0.84
Nebraska	8	\$7.97	\$1.00
Arkansas	18	\$17.90	\$0.99
Illinois	17	\$45.81	\$2.69
Iowa	11	\$14.67	\$1.33
Kentucky	14	\$20.45	\$1.46
<b>Missouri</b>	<b>12</b>	<b>\$20.80</b>	<b>\$1.73</b>

**7c. Provide the number of clients/individuals served, if applicable.**

	FY 04 Proj.	Actual	FY 05 Proj.	Actual	FY 06 Proj.	Actual	FY 07 Proj.	FY 08 Target	FY 09 Target
# of Budget & Financial System Documents Reviewed	78,000	76,993	78,000	74,820	75,000	92,048	83,000	83,000	83,000
# of Fiscal Notes Reviewed	600	846	800	559	600	635	600	600	600



## PROGRAM DESCRIPTION

**Department** Office of Administration

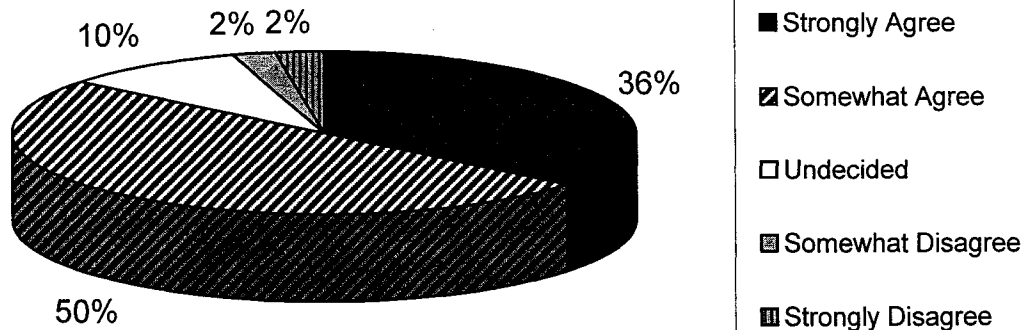
**Program Name** B&P Operations

**Program is found in the following core budget(s):** Division of Budget & Planning

**7d. Provide a customer satisfaction measure, if available.**

	FY 04		FY 05		FY 06		FY07	FY 08	FY 09
	Proj.	Actual	Proj.	Actual	Proj.	Actual	Proj.	Target	Target
Percentage of Users Generally Satisfied with Budget Forms	N/A	38%	46%	96%	90%	86%	90%	90%	90%
(FY04 was the baseline for this new measure that will be surveyed annually)									

**USERS GENERALLY SATISFIED WITH BUDGET FORMS**



## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Demography & Reapportionment Support

**Program is found in the following core budget(s):** Budget & Planning Operating

**1. What does this program do?**

OA Budget and Planning is the designated state demographic agency and has statutory demographic and reapportionment duties.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Section 37.130, RSMo, provides that the demographic unit in the Office of Administration "...shall be responsible for the coordination and preparation of all official population estimates and projections required by state agencies, commissions and local governmental units. In addition the unit shall provide requested assistance in all reapportionment matters." Section 37.135, RSMo, specifies the "...duty to take the necessary steps to contract with the federal government and pay within the limits of moneys appropriated for that purpose any sums of money required to have the federal census taken on a precinct-by-precinct basis. " Article III, Sections 2, 5, 7, and 10 of the Missouri Constitution provide for the reapportionment of state house and senate districts by two bipartisan state apportionment commissions appointed by the governor following the decennial census.

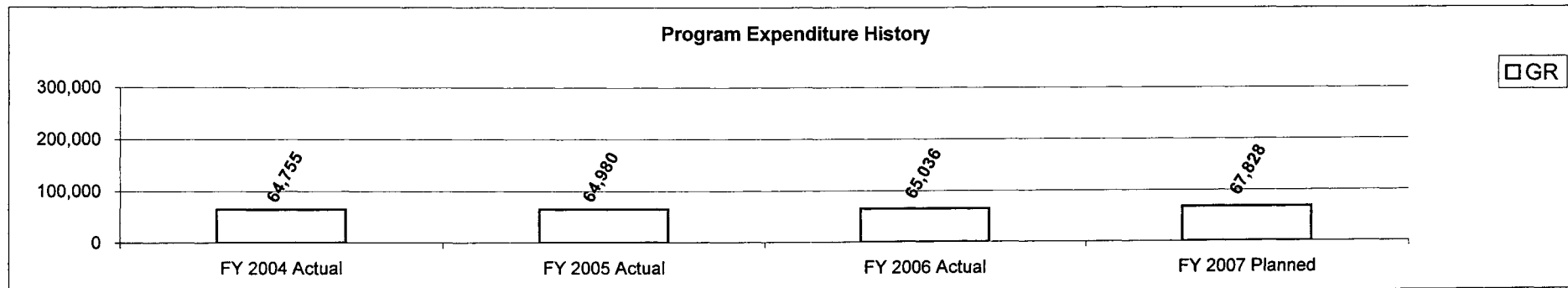
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

N/A

## PROGRAM DESCRIPTION

<b>Department</b> Office of Administration																													
<b>Program Name</b> Demography & Reapportionment Support																													
<b>Program is found in the following core budget(s):</b> Budget & Planning Operating																													
<p><b>7a. Provide an effectiveness measure.</b></p> <p>N/A</p>																													
<p><b>7b. Provide an efficiency measure.</b></p> <p>N/A</p>																													
<p><b>7c. Provide the number of clients/individuals served, if applicable.</b></p> <table border="1"> <thead> <tr> <th></th> <th>FY 04 Proj.</th> <th>Actual</th> <th>FY 05 Proj.</th> <th>Actual</th> <th>FY 06 Proj.</th> <th>Actual</th> <th>FY 07 Proj.</th> <th>FY 08 Target</th> <th>FY 09 Target</th> </tr> </thead> <tbody> <tr> <td># of Demographic Data Requests</td> <td>NA</td> <td>661</td> <td>700</td> <td>588</td> <td>600</td> <td>475</td> <td>600</td> <td>600</td> <td>600</td> </tr> </tbody> </table>											FY 04 Proj.	Actual	FY 05 Proj.	Actual	FY 06 Proj.	Actual	FY 07 Proj.	FY 08 Target	FY 09 Target	# of Demographic Data Requests	NA	661	700	588	600	475	600	600	600
	FY 04 Proj.	Actual	FY 05 Proj.	Actual	FY 06 Proj.	Actual	FY 07 Proj.	FY 08 Target	FY 09 Target																				
# of Demographic Data Requests	NA	661	700	588	600	475	600	600	600																				
<p><b>7d. Provide a customer satisfaction measure, if available.</b></p> <p>N/A</p>																													

**NEW DECISION ITEM**  
**RANK:** 5 **OF** 24

<b>Department</b> OFFICE OF ADMINISTRATION	<b>Budget Unit</b> <u>30530</u>
<b>Division</b> BUDGET & PLANNING	
<b>DI Name</b> 2010 Census / Redistricting Prep	<b>DI#</b> 1300017

**1. AMOUNT OF REQUEST**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	4,000	0	0	4,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>4,000</b>	<b>0</b>	<b>0</b>	<b>4,000</b>
FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	4,000	0	0	4,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>4,000</b>	<b>0</b>	<b>0</b>	<b>4,000</b>
FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: <u>Decennial Request</u>	

## NEW DECISION ITEM

RANK: 5 OF 24

<b>Department OFFICE OF ADMINISTRATION</b> <b>Division BUDGET &amp; PLANNING</b> <b>DI Name 2010 Census / Redistricting Prep</b>	<b>Budget Unit</b> <u>30530</u>  <b>DI# 1300017</b>
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**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

Section 37.130, RSMo, provides that the demographic unit in OA "...shall be responsible for the coordination and preparation of all official population estimates and projections required by state agencies, commissions and local governmental units. In addition the unit shall provide requested assistance in all reapportionment matters." Section 37.135, RSMo, specifies the "...duty to take the necessary steps to contract with the federal government and pay within the limits of moneys appropriated for that purpose any sums of money required to have the federal census taken on a precinct-by-precinct basis. " Article III, Sections 2, 5, 7, and 10 of the Missouri Constitution provide for the reapportionment of state house and senate districts by two bipartisan state apportionment commissions appointed by the governor following the decennial census.

The U.S. Census Bureau is beginning Phase II of the 2010 Census Redistricting Data Program. Participating states will provide updated information that leads to accurate, useful 2010 census mapping. OA will work with local election authorities to verify and update census enumeration blocks that correspond to state election precincts. This updated information will be transferred onto 2010 census planning maps. Missouri participated in this same program in FY 1996-1998. Funding this item will ensure that the Missouri General Assembly and bipartisan apportionment commissions will receive 2010 Census and election data for precincts for their redistricting efforts in 2011.

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

Ten years ago this portion of the Census/Redistricting preparation was appropriated at a level of \$250,000 over two fiscal years (FY 1996 & FY 1998). The work was carried out through a contract with the University of Missouri - Columbia. It will now be done over one fiscal year - FY 2008 - at an estimated cost of \$4,000. The recent consolidation of ITSD services within OA will allow the state to perform these services in-house, since ITSD has authority over GIS resources within state government. The consolidation has enabled existing state personal service resources to be utilized, saving the state approximately \$240,000 compared with the cost 10 years ago. The \$4,000 being requested is for specific ancillary costs needed for travel, supplies, printing, and postage. These amounts are updated estimates, based on what was expended 10 years ago. The State Demographer will be dedicated to coordinating the project. All other personal service costs and GIS equipment will be provided by OA-ITSD.

<u>Detail of Costs</u>			
3 Map Cabinets (to store precinct maps - \$500 each)	\$ 1,500	Plotter Supplies	\$1,000
Travel (to visit local election authorities)	500	Postage	350
Phone Charges	350	Printing Charges	300
<b>Total</b>			<b>\$4,000</b>

NEW DECISION ITEM  
RANK: 5 OF 24

Department OFFICE OF ADMINISTRATION				Budget Unit <u>30530</u>				
Division BUDGET & PLANNING								
DI Name 2010 Census / Redistricting Prep				DI# 1300017				
<b>5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.</b>								
Budget Object Class/Job Class	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
						0	0.0	
						0	0.0	
<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0
Travel, In-state	500	0		0		500		
Supplies	1,350	0		0		1,350		
Communication Services and Supplies	350	0		0		350		
Professional Services	300	0		0		300		
Office Equipment	1,500	0				1,500		1,500
<b>Total EE</b>	<b>4,000</b>	<b>0</b>		<b>0</b>		<b>4,000</b>		<b>1,500</b>
Program Distributions						0		
<b>Total PSD</b>	<b>0</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>
Transfers								
<b>Total TRF</b>	<b>0</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>
<b>Grand Total</b>	<b>4,000</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>4,000</b>	<b>0.0</b>
								<b>1,500</b>

## NEW DECISION ITEM

RANK: 5 OF 24

Department OFFICE OF ADMINISTRATION				Budget Unit <u>30530</u>					
Division BUDGET & PLANNING									
DI Name 2010 Census / Redistricting Prep				DI# 1300017					
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>
Travel, In-state	500		0		0		500		
Supplies	1,350		0		0		1,350		
Communication Services and Supplies	350		0		0		350		
Professional Services	300		0		0		300		
Office Equipment	1,500		0				1,500		1,500
<b>Total EE</b>	<b>4,000</b>		<b>0</b>		<b>0</b>		<b>4,000</b>		<b>1,500</b>
Program Distributions							0		
<b>Total PSD</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>
Transfers									
<b>Total TRF</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>
<b>Grand Total</b>	<b>4,000</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>4,000</b>	<b>0.0</b>	<b>1,500</b>

**NEW DECISION ITEM**  
**RANK:** 5 **OF** 24

<b>Department</b> OFFICE OF ADMINISTRATION	<b>Budget Unit</b> <u>30530</u>
<b>Division</b> BUDGET & PLANNING	
<b>DI Name</b> 2010 Census / Redistricting Prep	<b>DI#</b> 1300017

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an effectiveness measure.**  
 N/A

**6b. Provide an efficiency measure.**  
 N/A

**6c. Provide the number of clients/individuals served, if applicable.**

<u>FY 2007</u> <u>projected</u>	<u>FY 2008</u> <u>projected</u>	<u>FY 2009</u> <u>projected</u>
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Number of Missouri local electronic map files of precincts prepared for the U.S. Census Bureau

0	116	0
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Number of local precinct summary maps prepared for local election authorities and OA archive

0	232	0
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**6d. Provide a customer satisfaction measure, if available.**  
 N/A

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

OA will:

1. Work with OA-ITSD Geographic Information Systems office to create electronic precinct map files for use by the Census Bureau, the General Assembly, and bipartisan apportionment commissions.
2. Collaborate with Missouri election authorities to record election databases and precinct boundaries.
3. Review and transmit electronic precinct databases to the Census Bureau.



## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>BUDGET &amp; PLANNING - OPER</b>								
<b>2010 Census/Redistricting Prep - 1300017</b>								
TRAVEL, IN-STATE	0	0.00	0	0.00	500	0.00	500	0.00
SUPPLIES	0	0.00	0	0.00	1,350	0.00	1,350	0.00
COMMUNICATION SERV & SUPP	0	0.00	0	0.00	350	0.00	350	0.00
PROFESSIONAL SERVICES	0	0.00	0	0.00	300	0.00	300	0.00
OFFICE EQUIPMENT	0	0.00	0	0.00	1,500	0.00	1,500	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>4,000</b>	<b>0.00</b>	<b>4,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$4,000</b>	<b>0.00</b>	<b>\$4,000</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$4,000</b>	<b>0.00</b>	<b>\$4,000</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>TAX EXPENDITURE BUDGET</b>									
<b>CORE</b>									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	15,000	0.00	15,495	0.00	15,495	0.00	15,495	0.00	
TOTAL - EE	15,000	0.00	15,495	0.00	15,495	0.00	15,495	0.00	
<b>TOTAL</b>	<b>15,000</b>	<b>0.00</b>	<b>15,495</b>	<b>0.00</b>	<b>15,495</b>	<b>0.00</b>	<b>15,495</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$15,000</b>	<b>0.00</b>	<b>\$15,495</b>	<b>0.00</b>	<b>\$15,495</b>	<b>0.00</b>	<b>\$15,495</b>	<b>0.00</b>	

## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30550
<b>Division</b>	Budget & Planning		
<b>Core -</b>	Tax Expenditure Report		

**1. CORE FINANCIAL SUMMARY**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	15,495	0	0	15,495
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>15,495</b>	<b>0</b>	<b>0</b>	<b>15,495</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	15,495	0	0	15,495
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>15,495</b>	<b>0</b>	<b>0</b>	<b>15,495</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. CORE DESCRIPTION**

Section 33.282, RSMo, directs the Office of Administration, subject to appropriation, to develop a tax expenditure budget for submission to the General Assembly. The tax expenditure budget must indicate the reduction in revenue collections for each fiscal year as a result of each deduction, exemption, credit or other tax preference as authorized by law, and must indicate, where appropriate, the tax source of each state-funded program. The requested funds will be used to contract with a third party for update of a tax expenditure budget. The tax expenditure budget will provide the information necessary to allow decision makers to allocate Missouri's resources in the most effective and efficient manner.

**3. PROGRAM LISTING (list programs included in this core funding)**

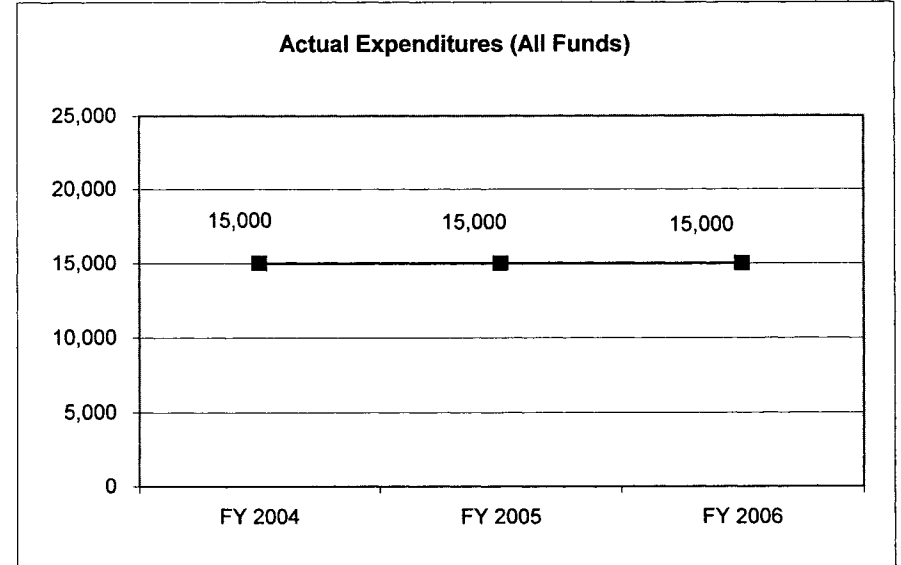
N/A

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30550
<b>Division</b>	Budget & Planning		
<b>Core -</b>	Tax Expenditure Report		

## 4. FINANCIAL HISTORY

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)	15,495	15,495	15,495	15,495
Less Reverted (All Funds)	(465)	(465)	(465)	N/A
Budget Authority (All Funds)	15,030	15,030	15,030	N/A
Actual Expenditures (All Funds)	15,000	15,000	15,000	N/A
Unexpended (All Funds)	30	30	30	N/A
Unexpended, by Fund:				
General Revenue	30	30	30	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### NOTES:

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**CORE RECONCILIATION DETAIL**


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**OFFICE OF ADMINISTRATION**  
**TAX EXPENDITURE BUDGET**


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**5. CORE RECONCILIATION DETAIL**


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	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	EE	0.00	15,495	0	0	15,495	
	<b>Total</b>	<b>0.00</b>	<b>15,495</b>	<b>0</b>	<b>0</b>	<b>15,495</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	15,495	0	0	15,495	
	<b>Total</b>	<b>0.00</b>	<b>15,495</b>	<b>0</b>	<b>0</b>	<b>15,495</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	15,495	0	0	15,495	
	<b>Total</b>	<b>0.00</b>	<b>15,495</b>	<b>0</b>	<b>0</b>	<b>15,495</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>TAX EXPENDITURE BUDGET</b>								
<b>CORE</b>								
PROFESSIONAL SERVICES	15,000	0.00	15,495	0.00	15,495	0.00	15,495	0.00
TOTAL - EE	15,000	0.00	15,495	0.00	15,495	0.00	15,495	0.00
GRAND TOTAL	\$15,000	0.00	\$15,495	0.00	\$15,495	0.00	\$15,495	0.00
GENERAL REVENUE	\$15,000	0.00	\$15,495	0.00	\$15,495	0.00	\$15,495	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

**OFFICE OF ADMINISTRATION****DECISION ITEM SUMMARY**

Budget Unit	FY 2006		FY 2007		FY 2008		FY 2008	
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Summary	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
Fund								
<b>SPECIALIZED RESEARCH</b>								
<b>CORE</b>								
EXPENSE & EQUIPMENT								
OA-FEDERAL AND OTHER	0	0.00	50,000	0.00	50,000	0.00	50,000	0.00
TOTAL - EE	0	0.00	50,000	0.00	50,000	0.00	50,000	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>50,000</b>	<b>0.00</b>	<b>50,000</b>	<b>0.00</b>	<b>50,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>

### CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30590
<b>Division</b>	Budget & Planning		
<b>Core -</b>	Specialized Research		

**1. CORE FINANCIAL SUMMARY**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	50,000	0	50,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>

<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	50,000	0	50,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>

<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
------------	-------------	-------------	-------------	-------------

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: OA Federal and Other (0135)

Other Funds: OA Federal and Other (0135)

**2. CORE DESCRIPTION**

Ongoing appropriation authority is needed to enable the Division of Budget and Planning to receive federal resources for policy research, if such resources become available. If federal resources become available, this appropriation will allow the Division of Budget and Planning to conduct research in policy areas of statewide concern. In Fiscal Years 2000 and 2001 the appropriation was used for Missouri's participation in the Census 2000 Demographic Full-Count Review program, funded by the U.S. Census Bureau.

**3. PROGRAM LISTING (list programs included in this core funding)**

N/A

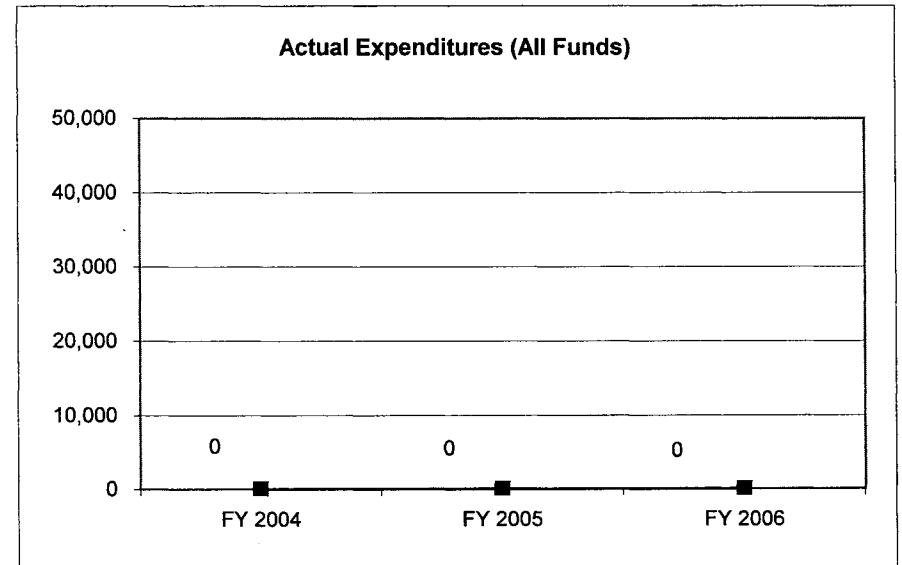


## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30590
<b>Division</b>	Budget & Planning		
<b>Core -</b>	Specialized Research		

## 4. FINANCIAL HISTORY

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)	50,000	50,000	50,000	50,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	50,000	50,000	50,000	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	50,000	50,000	50,000	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	50,000	50,000	50,000	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** The last time funds were expended was in Fiscal Year 2001 (\$24,027)

**CORE RECONCILIATION DETAIL**

**OFFICE OF ADMINISTRATION**

**SPECIALIZED RESEARCH**

**5. CORE RECONCILIATION DETAIL**

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	EE	0.00	0	50,000	0	50,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	50,000	0	50,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	50,000	0	50,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	

**OFFICE OF ADMINISTRATION****DECISION ITEM DETAIL**

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SPECIALIZED RESEARCH</b>								
<b>CORE</b>								
PROFESSIONAL SERVICES	0	0.00	50,000	0.00	50,000	0.00	50,000	0.00
TOTAL - EE	0	0.00	50,000	0.00	50,000	0.00	50,000	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$50,000	0.00	\$50,000	0.00	\$50,000	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR
<b>MAXIMIZE REVENUES</b>									
<b>CORE</b>									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	19,869	0.00	1	0.00	0	0.00	0	0.00	0.00
TOTAL - EE	19,869	0.00	1	0.00	0	0.00	0	0.00	0.00
<b>TOTAL</b>	<b>19,869</b>	<b>0.00</b>	<b>1</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$19,869</b>	<b>0.00</b>	<b>\$1</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>0.00</b>

## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	32460
<b>Division</b>	Budget and Planning		
<b>Core -</b>	Revenue Maximization		

**1. CORE FINANCIAL SUMMARY**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. CORE DESCRIPTION**

Contracts have been awarded in the past to assist the State of Missouri in identifying potential changes to federal statutes, regulations and/or policies that will maximize federal reimbursement to the State; to assist in furthering the adoption of potential changes to federal statutes, regulations and/or policies identified; and to develop and assist in implementing federal and nonfederal cost savings and cost containment concepts. Departments were instructed, beginning in FY 2007, to request any contract projects through an appropriation in their budget. This appropriation in OA is no longer necessary and is being deleted from OA's core budget.

**3. PROGRAM LISTING (list programs included in this core funding)**

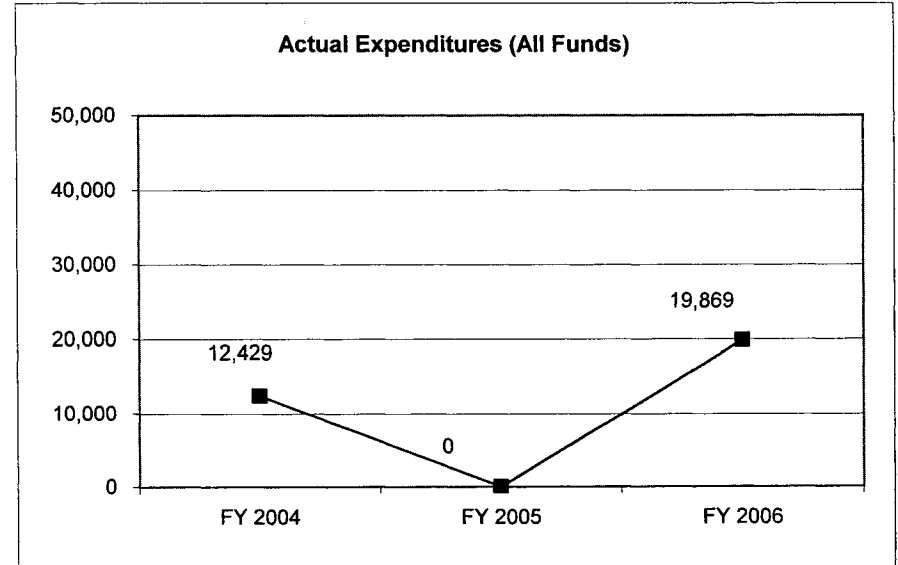
N/A

# **CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	32460
<b>Division</b>	Budget and Planning		
<b>Core -</b>	Revenue Maximization		

## **4. FINANCIAL HISTORY**

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)	12,431	1	19,869	1 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	12,431	1	19,869	N/A
Actual Expenditures (All Funds)	12,429	0	19,869	N/A
Unexpended (All Funds)	2	1	0	N/A
Unexpended, by Fund:				
General Revenue	2	1	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A
	<b>(1)</b>		<b>(2)</b>	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** (1) *Estimated appropriation increased by \$12,430.*  
(2) *Estimated appropriation increased by \$19,868.*

## CORE RECONCILIATION DETAIL

## OFFICE OF ADMINISTRATION

## MAXIMIZE REVENUES

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	EE	0.00	1	0	0	1	
	<b>Total</b>	<b>0.00</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>							
Core Reduction	242 2615 EE	0.00	(1)	0	0	(1)	To be requested by applicable departments
<b>NET DEPARTMENT CHANGES</b>		<b>0.00</b>	<b>(1)</b>	<b>0</b>	<b>0</b>	<b>(1)</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	0	0	0	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	0	0	0	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>MAXIMIZE REVENUES</b>								
<b>CORE</b>								
PROFESSIONAL SERVICES	19,869	0.00	1	0.00	0	0.00	0	0.00
<b>TOTAL - EE</b>	<b>19,869</b>	<b>0.00</b>	<b>1</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$19,869</b>	<b>0.00</b>	<b>\$1</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
GENERAL REVENUE	\$19,869	0.00	\$1	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00





# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

## Budget Unit

Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
<b>CORE</b>								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	22,239,826	493.13	25,155,792	552.78	25,155,792	552.78
OA-FEDERAL AND OTHER	0	0.00	0	0.00	167,899	0.50	167,899	0.50
OA INFORMATION TECH FED& OTHER	0	0.00	16,205,540	350.42	16,117,844	348.84	16,117,844	348.84
CHILD SUPPORT ENFORCEMT COLLTN	0	0.00	509,780	12.12	491,589	11.75	491,589	11.75
MO AIR EMISSION REDUCTION	0	0.00	47,867	0.98	50,327	1.03	50,327	1.03
NURSING FAC QUALITY OF CARE	0	0.00	392,272	8.00	392,272	8.00	392,272	8.00
HEALTH INITIATIVES	0	0.00	5,178	0.12	5,178	0.12	5,178	0.12
ANIMAL HEALTH LABORATORY FEES	0	0.00	5,081	0.13	5,081	0.13	5,081	0.13
ANIMAL CARE RESERVE	0	0.00	6,611	0.12	6,611	0.12	6,611	0.12
MO PUBLIC HEALTH SERVICES	0	0.00	123,876	3.00	123,876	3.00	123,876	3.00
LIVESTOCK BRANDS	0	0.00	218	0.01	218	0.01	218	0.01
COMMODITY COUNCIL MERCHANISING	0	0.00	321	0.01	321	0.01	321	0.01
SP ANIMAL FAC LOAN PROGRAM	0	0.00	404	0.01	404	0.01	404	0.01
STATE FAIR FEES	0	0.00	11,389	0.23	11,389	0.23	11,389	0.23
STATE PARKS EARNINGS	0	0.00	32,648	1.00	32,648	1.00	32,648	1.00
MO VETERANS HOMES	0	0.00	358,227	8.67	358,227	8.67	358,227	8.67
DNR COST ALLOCATION	0	0.00	1,463,288	31.35	1,463,289	31.35	1,463,289	31.35
STATE FACILITY MAINT & OPERAT	0	0.00	0	0.00	86,332	2.00	86,332	2.00
DIFP ADMINISTRATIVE	0	0.00	0	0.00	93,663	2.00	93,663	2.00
OA REVOLVING ADMINISTRATIVE TR	0	0.00	0	0.00	6,240,168	128.25	6,240,168	128.25
WORKING CAPITAL REVOLVING	0	0.00	59,726	1.00	59,726	1.00	59,726	1.00
DOSS ADMINISTRATIVE TRUST	0	0.00	34,443	1.10	34,443	1.10	34,443	1.10
DED ADMINISTRATIVE	0	0.00	736,452	18.27	642,789	16.27	642,789	16.27
DIVISION OF FINANCE	0	0.00	43,593	1.00	43,593	1.00	43,593	1.00
DEPT OF INSURANCE DEDICATED	0	0.00	565,644	13.00	565,644	13.00	565,644	13.00
NRP-WATER POLLUTION PERMIT FEE	0	0.00	84,112	2.00	84,112	2.00	84,112	2.00
SOLID WASTE MANAGEMENT	0	0.00	43,343	1.00	43,343	1.00	43,343	1.00
METALLIC MINERALS WASTE MGMT	0	0.00	6,849	0.20	6,849	0.20	6,849	0.20
LIVESTOCK SALES & MARKETS FEES	0	0.00	368	0.01	368	0.01	368	0.01
NRP-AIR POLLUTION ASBESTOS FEE	0	0.00	6,758	0.16	6,758	0.16	6,758	0.16
UNDERGROUND STOR TANK REG PROG	0	0.00	37,366	0.75	37,366	0.75	37,366	0.75
MOTOR VEHICLE COMMISSION	0	0.00	18,649	0.50	18,649	0.50	18,649	0.50
NRP-AIR POLLUTION PERMIT FEE	0	0.00	119,957	3.16	119,957	3.16	119,957	3.16

## OFFICE OF ADMINISTRATION

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
<b>CORE</b>								
PERSONAL SERVICES								
PARKS SALES TAX	0	0.00	37,902	1.00	37,902	1.00	37,902	1.00
SOIL AND WATER SALES TAX	0	0.00	81,719	2.00	81,719	2.00	81,719	2.00
DEPT OF REVENUE INFORMATION	0	0.00	183,664	4.00	183,664	4.00	183,664	4.00
LIVESTOCK DEALER LAW ENF & ADM	0	0.00	142	0.01	142	0.01	142	0.01
STATE HWYS AND TRANS DEPT	0	0.00	812,318	20.37	812,318	20.37	812,318	20.37
MILK INSPECTION FEES	0	0.00	1,396	0.04	1,396	0.04	1,396	0.04
GRAIN INSPECTION FEES	0	0.00	9,764	0.30	9,764	0.30	9,764	0.30
WORKERS COMPENSATION	0	0.00	328,017	6.41	328,017	6.41	328,017	6.41
DEPT OF HEALTH-DONATED	0	0.00	100,887	1.72	100,887	1.72	100,887	1.72
PETROLEUM INSPECTION FUND	0	0.00	78,700	1.38	78,700	1.38	78,700	1.38
STATE LAND SURVEY PROGRAM	0	0.00	32,648	1.00	32,648	1.00	32,648	1.00
HAZARDOUS WASTE FUND	0	0.00	194,313	4.54	194,313	4.54	194,313	4.54
SAFE DRINKING WATER FUND	0	0.00	104,526	2.50	104,526	2.50	104,526	2.50
CRIME VICTIMS COMP FUND	0	0.00	13,161	0.23	13,161	0.23	13,161	0.23
MARKETING DEVELOPMENT FUND	0	0.00	5,997	0.11	5,997	0.11	5,997	0.11
COAL MINE LAND RECLAMATION	0	0.00	16,995	0.50	16,995	0.50	16,995	0.50
PROFESSIONAL REGISTRATION FEES	0	0.00	287,339	6.00	287,339	6.00	287,339	6.00
MISSOURI AIR POLLUTION CONTROL	0	0.00	2,460	0.05	0	0.00	0	0.00
ORGAN DONOR PROGRAM	0	0.00	8,507	0.05	8,507	0.05	8,507	0.05
EARLY CHILDHOOD DEV EDU/CARE	0	0.00	1,397	0.04	1,397	0.04	1,397	0.04
GUARANTY AGENCY OPERATING	0	0.00	614,202	10.56	614,202	10.56	614,202	10.56
DRY-CLEANING ENVIRL RESP TRUST	0	0.00	17,439	0.42	17,439	0.42	17,439	0.42
AGRICULTURE DEVELOPMENT	0	0.00	1,017	0.06	1,017	0.06	1,017	0.06
MINED LAND RECLAMATION	0	0.00	10,197	0.30	10,197	0.30	10,197	0.30
TOTAL - PS	0	0.00	46,104,493	1,015.04	55,408,972	1,203.49	55,408,972	1,203.49
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	24,300,213	0.00	24,574,166	0.00	24,574,166	0.00
DEPT OF LABOR RELATIONS ADMIN	0	0.00	0	0.00	1,296,986	0.00	1,296,986	0.00
OA-FEDERAL AND OTHER	0	0.00	0	0.00	4,861,811	0.00	4,861,811	0.00
OA INFORMATION TECH FED& OTHER	0	0.00	51,107,663	0.00	49,626,004	0.00	49,626,004	0.00
CHILD SUPPORT ENFORCMT COLLTN	0	0.00	1,217,270	0.00	1,217,270	0.00	1,217,270	0.00
ELEVATOR SAFETY	0	0.00	48,840	0.00	9,215	0.00	9,215	0.00
MO ARTS COUNCIL TRUST	0	0.00	21,340	0.00	21,340	0.00	21,340	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>ITSD CONSOLIDATION</b>									
<b>CORE</b>									
EXPENSE & EQUIPMENT									
COMM FOR DEAF-CERT OF INTERPRE	0	0.00	8,000	0.00	8,000	0.00	8,000	0.00	
MO AIR EMISSION REDUCTION	0	0.00	5,721	0.00	5,759	0.00	5,759	0.00	
NURSING FAC QUALITY OF CARE	0	0.00	104,048	0.00	104,048	0.00	104,048	0.00	
DIVISION OF TOURISM SUPPL REV	0	0.00	51,488	0.00	51,488	0.00	51,488	0.00	
HEALTH INITIATIVES	0	0.00	2,067	0.00	2,067	0.00	2,067	0.00	
HEALTH ACCESS INCENTIVE	0	0.00	7,700	0.00	7,700	0.00	7,700	0.00	
LOTTERY PROCEEDS	0	0.00	110,880	0.00	113,480	0.00	113,480	0.00	
ANIMAL HEALTH LABORATORY FEES	0	0.00	5,936	0.00	5,936	0.00	5,936	0.00	
MAMMOGRAPHY	0	0.00	4,640	0.00	4,640	0.00	4,640	0.00	
ANIMAL CARE RESERVE	0	0.00	9,403	0.00	9,403	0.00	9,403	0.00	
ELDERLY HOME-DELIVER MEALS TRU	0	0.00	10,800	0.00	10,800	0.00	10,800	0.00	
MO PUBLIC HEALTH SERVICES	0	0.00	719,513	0.00	736,493	0.00	736,493	0.00	
LIVESTOCK BRANDS	0	0.00	3,010	0.00	3,010	0.00	3,010	0.00	
VETERANS' COMMISSION CI TRUST	0	0.00	14,000	0.00	14,000	0.00	14,000	0.00	
COMMODITY COUNCIL MERCHANISING	0	0.00	781	0.00	781	0.00	781	0.00	
FEDERAL SURPLUS PROPERTY	0	0.00	0	0.00	12,636	0.00	12,636	0.00	
SP ANIMAL FAC LOAN PROGRAM	0	0.00	1,162	0.00	1,162	0.00	1,162	0.00	
STATE FAIR FEES	0	0.00	9,704	0.00	9,704	0.00	9,704	0.00	
STATE PARKS EARNINGS	0	0.00	200,500	0.00	200,500	0.00	200,500	0.00	
NATURAL RESOURCES REVOLVING SE	0	0.00	3,202	0.00	3,202	0.00	3,202	0.00	
HISTORIC PRESERVATION REVOLV	0	0.00	1,975	0.00	1,975	0.00	1,975	0.00	
MO VETERANS HOMES	0	0.00	567,627	0.00	567,627	0.00	567,627	0.00	
DNR COST ALLOCATION	0	0.00	2,740,764	0.00	2,771,190	0.00	2,771,190	0.00	
STATE FACILITY MAINT & OPERAT	0	0.00	0	0.00	143,987	0.00	143,987	0.00	
DIFP ADMINISTRATIVE	0	0.00	0	0.00	24,336	0.00	24,336	0.00	
OA REVOLVING ADMINISTRATIVE TR	0	0.00	0	0.00	22,900,133	0.00	22,900,133	0.00	
WORKING CAPITAL REVOLVING	0	0.00	170,410	0.00	170,410	0.00	170,410	0.00	
INMATE REVOLVING	0	0.00	15,200	0.00	15,200	0.00	15,200	0.00	
DOSS ADMINISTRATIVE TRUST	0	0.00	402,972	0.00	402,972	0.00	402,972	0.00	
DED ADMINISTRATIVE	0	0.00	1,308,343	0.00	1,284,007	0.00	1,284,007	0.00	
DIVISION OF CREDIT UNIONS	0	0.00	6,610	0.00	6,610	0.00	6,610	0.00	
DIVISION OF FINANCE	0	0.00	99,543	0.00	99,543	0.00	99,543	0.00	
INSURANCE EXAMINERS FUND	0	0.00	148,628	0.00	148,628	0.00	148,628	0.00	

## OFFICE OF ADMINISTRATION

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
<b>CORE</b>								
EXPENSE & EQUIPMENT								
NATURAL RESOURCES PROTECTION	0	0.00	309	0.00	309	0.00	309	0.00
DEAF RELAY SER & EQ DIST PRGM	0	0.00	13,000	0.00	13,000	0.00	13,000	0.00
PROF & PRACT NURSING LOANS	0	0.00	5,600	0.00	5,600	0.00	5,600	0.00
DEPT OF INSURANCE DEDICATED	0	0.00	367,839	0.00	367,839	0.00	367,839	0.00
INTERNATIONAL TRADE SHOW REVOL	0	0.00	2,762	0.00	2,762	0.00	2,762	0.00
NRP-WATER POLLUTION PERMIT FEE	0	0.00	321,318	0.00	321,318	0.00	321,318	0.00
SOLID WASTE MANAGEMENT	0	0.00	58,108	0.00	58,108	0.00	58,108	0.00
METALLIC MINERALS WASTE MGMT	0	0.00	3,715	0.00	3,715	0.00	3,715	0.00
LIVESTOCK SALES & MARKETS FEES	0	0.00	262	0.00	262	0.00	262	0.00
NRP-AIR POLLUTION ASBESTOS FEE	0	0.00	12,286	0.00	12,286	0.00	12,286	0.00
PETROLEUM STORAGE TANK INS	0	0.00	1,209	0.00	1,209	0.00	1,209	0.00
UNDERGROUND STOR TANK REG PROG	0	0.00	3,921	0.00	3,921	0.00	3,921	0.00
CHEMICAL EMERGENCY PREPAREDNES	0	0.00	11,500	0.00	11,500	0.00	11,500	0.00
MOTOR VEHICLE COMMISSION	0	0.00	37,316	0.00	37,316	0.00	37,316	0.00
NRP-AIR POLLUTION PERMIT FEE	0	0.00	147,775	0.00	147,775	0.00	147,775	0.00
MISSOURI JOB DEVELOPMENT FUND	0	0.00	7,000	0.00	7,000	0.00	7,000	0.00
CONSERVATION COMMISSION	0	0.00	32,686	0.00	32,686	0.00	32,686	0.00
PARKS SALES TAX	0	0.00	183,099	0.00	152,674	0.00	152,674	0.00
SOIL AND WATER SALES TAX	0	0.00	64,092	0.00	64,092	0.00	64,092	0.00
DEPT OF REVENUE INFORMATION	0	0.00	57,508	0.00	57,508	0.00	57,508	0.00
BLIND PENSION	0	0.00	29,591	0.00	29,591	0.00	29,591	0.00
LIVESTOCK DEALER LAW ENF & ADM	0	0.00	95	0.00	95	0.00	95	0.00
BOARD OF ACCOUNTANCY	0	0.00	5,071	0.00	0	0.00	0	0.00
BOARD OF BARBER EXAMINERS	0	0.00	400	0.00	0	0.00	0	0.00
BOARD OF PODIATRIC MEDICINE	0	0.00	1,012	0.00	0	0.00	0	0.00
BOARD OF CHIROPRACTIC EXAMINER	0	0.00	1,485	0.00	0	0.00	0	0.00
BOARD OF COSMETOLOGY	0	0.00	2,000	0.00	0	0.00	0	0.00
BOARD OF EMBALM & FUN DIR	0	0.00	4,241	0.00	0	0.00	0	0.00
BOARD OF REG FOR HEALING ARTS	0	0.00	9,645	0.00	0	0.00	0	0.00
BOARD OF NURSING	0	0.00	5,864	0.00	0	0.00	0	0.00
BOARD OF OPTOMETRY	0	0.00	561	0.00	0	0.00	0	0.00
BOARD OF PHARMACY	0	0.00	5,590	0.00	0	0.00	0	0.00
MO REAL ESTATE COMMISSION	0	0.00	7,190	0.00	0	0.00	0	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
<b>CORE</b>								
EXPENSE & EQUIPMENT								
VETERINARY MEDICAL BOARD	0	0.00	1,517	0.00	0	0.00	0	0.00
STATE HWYS AND TRANS DEPT	0	0.00	2,794,899	0.00	2,794,899	0.00	2,794,899	0.00
MILK INSPECTION FEES	0	0.00	4,533	0.00	4,533	0.00	4,533	0.00
DEPT HEALTH & SR SV DOCUMENT	0	0.00	108,356	0.00	108,356	0.00	108,356	0.00
GRAIN INSPECTION FEES	0	0.00	10,260	0.00	33,851	0.00	33,851	0.00
EXCELLENCE IN EDUCATION	0	0.00	5,000	0.00	5,000	0.00	5,000	0.00
WORKERS COMPENSATION	0	0.00	312,906	0.00	312,906	0.00	312,906	0.00
DEPT OF HEALTH-DONATED	0	0.00	20,543	0.00	20,543	0.00	20,543	0.00
GROUNDWATER PROTECTION	0	0.00	4,336	0.00	4,336	0.00	4,336	0.00
PETROLEUM INSPECTION FUND	0	0.00	48,045	0.00	48,045	0.00	48,045	0.00
ENERGY SET-ASIDE PROGRAM	0	0.00	12,399	0.00	12,399	0.00	12,399	0.00
STATE LAND SURVEY PROGRAM	0	0.00	20,334	0.00	20,334	0.00	20,334	0.00
HAZARDOUS WASTE FUND	0	0.00	109,732	0.00	111,732	0.00	111,732	0.00
DENTAL BOARD FUND	0	0.00	3,061	0.00	0	0.00	0	0.00
BRD OF ARCH,ENG,LND SUR,LND AR	0	0.00	5,540	0.00	0	0.00	0	0.00
SAFE DRINKING WATER FUND	0	0.00	51,637	0.00	51,637	0.00	51,637	0.00
CRIME VICTIMS COMP FUND	0	0.00	25,247	0.00	25,247	0.00	25,247	0.00
MARKETING DEVELOPMENT FUND	0	0.00	11,288	0.00	11,288	0.00	11,288	0.00
COAL MINE LAND RECLAMATION	0	0.00	1,198	0.00	1,198	0.00	1,198	0.00
PROFESSIONAL REGISTRATION FEES	0	0.00	862,501	0.00	919,694	0.00	919,694	0.00
HAZARDOUS WASTE REMEDIAL	0	0.00	2,000	0.00	0	0.00	0	0.00
MISSOURI AIR POLLUTION CONTROL	0	0.00	38	0.00	0	0.00	0	0.00
CHILDREN'S TRUST	0	0.00	0	0.00	1,099	0.00	1,099	0.00
MO COMM DEAF & HARD OF HEARING	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
BOILER & PRESSURE VESSELS SAFE	0	0.00	10,290	0.00	10,290	0.00	10,290	0.00
MISSOURI RX PLAN FUND	0	0.00	15,000	0.00	15,000	0.00	15,000	0.00
PUTATIVE FATHER REGISTRY	0	0.00	12,600	0.00	12,600	0.00	12,600	0.00
COSMETOLOGY AND BARBER EXAM	0	0.00	4,016	0.00	0	0.00	0	0.00
ORGAN DONOR PROGRAM	0	0.00	10,000	0.00	10,000	0.00	10,000	0.00
CHILD LABOR ENFORCEMENT	0	0.00	15,000	0.00	15,000	0.00	15,000	0.00
EARLY CHILDHOOD DEV EDU/CARE	0	0.00	24,279	0.00	24,279	0.00	24,279	0.00
GUARANTY AGENCY OPERATING	0	0.00	251,920	0.00	251,920	0.00	251,920	0.00
DRY-CLEANING ENVIRL RESP TRUST	0	0.00	35,357	0.00	35,357	0.00	35,357	0.00

## OFFICE OF ADMINISTRATION

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
<b>CORE</b>								
EXPENSE & EQUIPMENT								
CHILDHOOD LEAD TESTING	0	0.00	13,037	0.00	13,037	0.00	13,037	0.00
AGRICULTURE DEVELOPMENT	0	0.00	879	0.00	879	0.00	879	0.00
MINED LAND RECLAMATION	0	0.00	1	0.00	1	0.00	1	0.00
INSTITUTION GIFT TRUST	0	0.00	90	0.00	90	0.00	90	0.00
SPECIAL EMPLOYMENT SECURITY	0	0.00	110,000	0.00	110,000	0.00	110,000	0.00
TOTAL - EE	0	0.00	89,752,842	0.00	117,765,335	0.00	117,765,335	0.00
PROGRAM-SPECIFIC								
GENERAL REVENUE	0	0.00	2,309,386	0.00	2,309,386	0.00	2,309,386	0.00
OA INFORMATION TECH FED& OTHER	0	0.00	250,100	0.00	250,100	0.00	250,100	0.00
OA REVOLVING ADMINISTRATIVE TR	0	0.00	0	0.00	143,650	0.00	143,650	0.00
INSURANCE EXAMINERS FUND	0	0.00	8,000	0.00	8,000	0.00	8,000	0.00
TOTAL - PD	0	0.00	2,567,486	0.00	2,711,136	0.00	2,711,136	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>138,424,821</b>	<b>1,015.04</b>	<b>175,885,443</b>	<b>1,203.49</b>	<b>175,885,443</b>	<b>1,203.49</b>
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	0	0.00	0	0.00	754,678	0.00
OA-FEDERAL AND OTHER	0	0.00	0	0.00	0	0.00	5,036	0.00
OA INFORMATION TECH FED& OTHER	0	0.00	0	0.00	0	0.00	483,536	0.00
CHILD SUPPORT ENFORCEMENT COLLTN	0	0.00	0	0.00	0	0.00	14,748	0.00
MO AIR EMISSION REDUCTION	0	0.00	0	0.00	0	0.00	1,510	0.00
NURSING FAC QUALITY OF CARE	0	0.00	0	0.00	0	0.00	11,768	0.00
HEALTH INITIATIVES	0	0.00	0	0.00	0	0.00	156	0.00
ANIMAL HEALTH LABORATORY FEES	0	0.00	0	0.00	0	0.00	152	0.00
ANIMAL CARE RESERVE	0	0.00	0	0.00	0	0.00	198	0.00
MO PUBLIC HEALTH SERVICES	0	0.00	0	0.00	0	0.00	3,716	0.00
LIVESTOCK BRANDS	0	0.00	0	0.00	0	0.00	7	0.00
COMMODITY COUNCIL MERCHANISING	0	0.00	0	0.00	0	0.00	10	0.00
SP ANIMAL FAC LOAN PROGRAM	0	0.00	0	0.00	0	0.00	12	0.00
STATE FAIR FEES	0	0.00	0	0.00	0	0.00	342	0.00
STATE PARKS EARNINGS	0	0.00	0	0.00	0	0.00	979	0.00
MO VETERANS HOMES	0	0.00	0	0.00	0	0.00	10,747	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>ITSD CONSOLIDATION</b>									
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>									
PERSONAL SERVICES									
DNR COST ALLOCATION	0	0.00	0	0.00	0	0.00	43,896	0.00	
STATE FACILITY MAINT & OPERAT	0	0.00	0	0.00	0	0.00	2,590	0.00	
DIFP ADMINISTRATIVE	0	0.00	0	0.00	0	0.00	2,810	0.00	
OA REVOLVING ADMINISTRATIVE TR	0	0.00	0	0.00	0	0.00	187,205	0.00	
WORKING CAPITAL REVOLVING	0	0.00	0	0.00	0	0.00	1,792	0.00	
DOSS ADMINISTRATIVE TRUST	0	0.00	0	0.00	0	0.00	1,033	0.00	
DED ADMINISTRATIVE	0	0.00	0	0.00	0	0.00	19,283	0.00	
DIVISION OF FINANCE	0	0.00	0	0.00	0	0.00	1,308	0.00	
DEPT OF INSURANCE DEDICATED	0	0.00	0	0.00	0	0.00	16,970	0.00	
NRP-WATER POLLUTION PERMIT FEE	0	0.00	0	0.00	0	0.00	2,523	0.00	
SOLID WASTE MANAGEMENT	0	0.00	0	0.00	0	0.00	1,300	0.00	
METALLIC MINERALS WASTE MGMT	0	0.00	0	0.00	0	0.00	205	0.00	
LIVESTOCK SALES & MARKETS FEES	0	0.00	0	0.00	0	0.00	11	0.00	
NRP-AIR POLLUTION ASBESTOS FEE	0	0.00	0	0.00	0	0.00	203	0.00	
UNDERGROUND STOR TANK REG PROG	0	0.00	0	0.00	0	0.00	1,121	0.00	
MOTOR VEHICLE COMMISSION	0	0.00	0	0.00	0	0.00	559	0.00	
NRP-AIR POLLUTION PERMIT FEE	0	0.00	0	0.00	0	0.00	3,599	0.00	
PARKS SALES TAX	0	0.00	0	0.00	0	0.00	1,137	0.00	
SOIL AND WATER SALES TAX	0	0.00	0	0.00	0	0.00	2,452	0.00	
DEPT OF REVENUE INFORMATION	0	0.00	0	0.00	0	0.00	5,509	0.00	
LIVESTOCK DEALER LAW ENF & ADM	0	0.00	0	0.00	0	0.00	4	0.00	
STATE HWYS AND TRANS DEPT	0	0.00	0	0.00	0	0.00	24,371	0.00	
MILK INSPECTION FEES	0	0.00	0	0.00	0	0.00	42	0.00	
GRAIN INSPECTION FEES	0	0.00	0	0.00	0	0.00	293	0.00	
WORKERS COMPENSATION	0	0.00	0	0.00	0	0.00	9,841	0.00	
DEPT OF HEALTH-DONATED	0	0.00	0	0.00	0	0.00	3,027	0.00	
PETROLEUM INSPECTION FUND	0	0.00	0	0.00	0	0.00	2,361	0.00	
STATE LAND SURVEY PROGRAM	0	0.00	0	0.00	0	0.00	979	0.00	
HAZARDOUS WASTE FUND	0	0.00	0	0.00	0	0.00	5,829	0.00	
SAFE DRINKING WATER FUND	0	0.00	0	0.00	0	0.00	3,136	0.00	
CRIME VICTIMS COMP FUND	0	0.00	0	0.00	0	0.00	394	0.00	
MARKETING DEVELOPMENT FUND	0	0.00	0	0.00	0	0.00	180	0.00	
COAL MINE LAND RECLAMATION	0	0.00	0	0.00	0	0.00	510	0.00	



## OFFICE OF ADMINISTRATION

## DECISION ITEM SUMMARY

Budget Unit		FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item		ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Summary		DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
Fund		DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>									
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>									
PERSONAL SERVICES									
PROFESSIONAL REGISTRATION FEES		0	0.00	0	0.00	0	0.00	8,620	0.00
ORGAN DONOR PROGRAM		0	0.00	0	0.00	0	0.00	255	0.00
EARLY CHILDHOOD DEV EDU/CARE		0	0.00	0	0.00	0	0.00	42	0.00
GUARANTY AGENCY OPERATING		0	0.00	0	0.00	0	0.00	18,425	0.00
DRY-CLEANING ENVIRL RESP TRUST		0	0.00	0	0.00	0	0.00	524	0.00
AGRICULTURE DEVELOPMENT		0	0.00	0	0.00	0	0.00	31	0.00
MINED LAND RECLAMATION		0	0.00	0	0.00	0	0.00	306	0.00
TOTAL - PS		0	0.00	0	0.00	0	0.00	1,662,271	0.00
<b>TOTAL</b>		<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>1,662,271</b>	<b>0.00</b>
<b>ITSD - MDA Div. of Wts. &amp; Meas - 1300031</b>									
EXPENSE & EQUIPMENT									
GENERAL REVENUE		0	0.00	0	0.00	83,766	0.00	83,766	0.00
TOTAL - EE		0	0.00	0	0.00	83,766	0.00	83,766	0.00
<b>TOTAL</b>		<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>83,766</b>	<b>0.00</b>	<b>83,766</b>	<b>0.00</b>
<b>ITSD - DOC Network Upgrade - 1300020</b>									
EXPENSE & EQUIPMENT									
GENERAL REVENUE		0	0.00	0	0.00	1,650,000	0.00	1,650,000	0.00
TOTAL - EE		0	0.00	0	0.00	1,650,000	0.00	1,650,000	0.00
<b>TOTAL</b>		<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>1,650,000</b>	<b>0.00</b>	<b>1,650,000</b>	<b>0.00</b>
<b>ITSD - DHSS MOHSAIC Support - 1300029</b>									
EXPENSE & EQUIPMENT									
GENERAL REVENUE		0	0.00	0	0.00	139,360	0.00	139,360	0.00
TOTAL - EE		0	0.00	0	0.00	139,360	0.00	139,360	0.00
<b>TOTAL</b>		<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>139,360</b>	<b>0.00</b>	<b>139,360</b>	<b>0.00</b>
<b>ITSD - P&amp;P Wireless Mobility - 1300021</b>									
EXPENSE & EQUIPMENT									

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>ITSD CONSOLIDATION</b>									
<b>ITSD - P&amp;P Wireless Mobility - 1300021</b>									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	0	0.00	0	0.00	266,700	0.00	266,700	0.00	
TOTAL - EE	0	0.00	0	0.00	266,700	0.00	266,700	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>266,700</b>	<b>0.00</b>	<b>266,700</b>	<b>0.00</b>	
<b>ITSD - Vet. Comm. Software - 1300033</b>									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	0	0.00	0	0.00	53,880	0.00	53,880	0.00	
TOTAL - EE	0	0.00	0	0.00	53,880	0.00	53,880	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>53,880</b>	<b>0.00</b>	<b>53,880</b>	<b>0.00</b>	
<b>ITSD - DHSS LIMS Software - 1300022</b>									
EXPENSE & EQUIPMENT									
HEALTHCARE TECHNOLOGY FUND	0	0.00	0	0.00	850,000	0.00	850,000	0.00	
TOTAL - EE	0	0.00	0	0.00	850,000	0.00	850,000	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>850,000</b>	<b>0.00</b>	<b>850,000</b>	<b>0.00</b>	
<b>ITSD - DHSS Family Care Safety - 1300024</b>									
EXPENSE & EQUIPMENT									
HEALTHCARE TECHNOLOGY FUND	0	0.00	0	0.00	300,000	0.00	300,000	0.00	
TOTAL - EE	0	0.00	0	0.00	300,000	0.00	300,000	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>300,000</b>	<b>0.00</b>	<b>300,000</b>	<b>0.00</b>	
<b>ITSD - DHSS Health Ed. Mnframe - 1300027</b>									
EXPENSE & EQUIPMENT									
HEALTHCARE TECHNOLOGY FUND	0	0.00	0	0.00	1,000,000	0.00	1,000,000	0.00	
TOTAL - EE	0	0.00	0	0.00	1,000,000	0.00	1,000,000	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>1,000,000</b>	<b>0.00</b>	<b>1,000,000</b>	<b>0.00</b>	
<b>ITSD - DHSS BNDD App. Database - 1300023</b>									
EXPENSE & EQUIPMENT									

## OFFICE OF ADMINISTRATION

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
<b>ITSD - DHSS BNDD App. Database - 1300023</b>								
EXPENSE & EQUIPMENT								
HEALTHCARE TECHNOLOGY FUND	0	0.00	0	0.00	230,000	0.00	230,000	0.00
TOTAL - EE	0	0.00	0	0.00	230,000	0.00	230,000	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>230,000</b>	<b>0.00</b>	<b>230,000</b>	<b>0.00</b>
<b>ITSD - DOR System Replacement - 1300028</b>								
EXPENSE & EQUIPMENT								
DEPT OF REVENUE INFORMATION	0	0.00	0	0.00	50,000,000	0.00	7,169,915	0.00
TOTAL - EE	0	0.00	0	0.00	50,000,000	0.00	7,169,915	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>50,000,000</b>	<b>0.00</b>	<b>7,169,915</b>	<b>0.00</b>
<b>NEXT GENERATION EQUIPMENT - 1300035</b>								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	0	0.00	0	0.00	1,500,000	0.00
TOTAL - EE	0	0.00	0	0.00	0	0.00	1,500,000	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>1,500,000</b>	<b>0.00</b>
<b>ITSD - DOLIR Workers' Comp - 1300030</b>								
EXPENSE & EQUIPMENT								
DEPT OF LABOR RELATIONS ADMIN	0	0.00	0	0.00	25,000,000	0.00	25,000,000	0.00
TOTAL - EE	0	0.00	0	0.00	25,000,000	0.00	25,000,000	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>25,000,000</b>	<b>0.00</b>	<b>25,000,000</b>	<b>0.00</b>
<b>ITSD - DHSS Long Term Care 2 - 1300026</b>								
EXPENSE & EQUIPMENT								
HEALTHCARE TECHNOLOGY FUND	0	0.00	0	0.00	25,000	0.00	25,000	0.00
TOTAL - EE	0	0.00	0	0.00	25,000	0.00	25,000	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>25,000</b>	<b>0.00</b>	<b>25,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$138,424,821</b>	<b>1,015.04</b>	<b>\$255,484,149</b>	<b>1,203.49</b>	<b>\$215,816,335</b>	<b>1,203.49</b>

### CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30615
<b>Division</b>	Information Technology Services Division		
<b>Core</b>	ITSD Consolidation Operating Core		

#### 1. CORE FINANCIAL SUMMARY

FY 2008 Budget Request					FY 2008 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	25,155,792	16,285,743	13,967,437	55,408,972	PS	25,155,792	16,285,743	13,967,437	55,408,972
EE	24,574,166	55,784,801	37,406,368	117,765,335	EE	24,574,166	55,784,801	37,406,368	117,765,335
PSD	2,309,386	250,100	151,650	2,711,136	PSD	2,309,386	250,100	151,650	2,711,136
TRF	0	0	0	0	TRF	0	0	0	0
<b>Total</b>	<b>52,039,344</b>	<b>72,320,644</b>	<b>51,525,455</b>	<b>175,885,443</b>	<b>Total</b>	<b>52,039,344</b>	<b>72,320,644</b>	<b>51,525,455</b>	<b>175,885,443</b>
<b>FTE</b>	<b>552.78</b>	<b>349.34</b>	<b>301.37</b>	<b>1,203.49</b>	<b>FTE</b>	<b>552.78</b>	<b>349.34</b>	<b>301.37</b>	<b>1,203.49</b>
<b>Est. Fringe</b>	<b>12,316,276</b>	<b>7,973,500</b>	<b>6,838,457</b>	<b>27,128,233</b>	<b>Est. Fringe</b>	<b>12,316,276</b>	<b>7,973,500</b>	<b>6,838,457</b>	<b>27,128,233</b>
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds: Various - See Decision Item Summary report on previous page

Other Funds: Various - See Decision Item Summary report on previous page

#### 2. CORE DESCRIPTION

In fiscal year 2007, the State's appropriations for certain information technology resources were consolidated under the Office of Administration. These resources are under the direct control of the state's Chief Information Officer, resulting in a better, more coordinated use of state resources. This decision item contains the operating funds for each of the division's sections including Infrastructure, Operations, and Administration. In addition, this section includes funding for information technology services provided to the 14 department's involved in the consolidation. The consolidated Information Technology Services Division (ITSD) will continue with existing programs/ functions and is also restructuring in order to manage and implement new IT Consolidation initiatives. These IT Consolidation initiatives include network consolidation, Email and server consolidation efforts, content management, and enabling MODOT fiber to help provide new telecommunications infrastructure including Voice over Internet Protocol (VOIP). The division continues to monitor agency IT budgets and shifting IT personnel in order to provide efficient and reliable service, and will leverage consolidated IT budgets in order to receive better pricing on equipment purchases and software pricing. These projects are multi - year projects.

#### 3. PROGRAM LISTING (list programs included in this core funding)

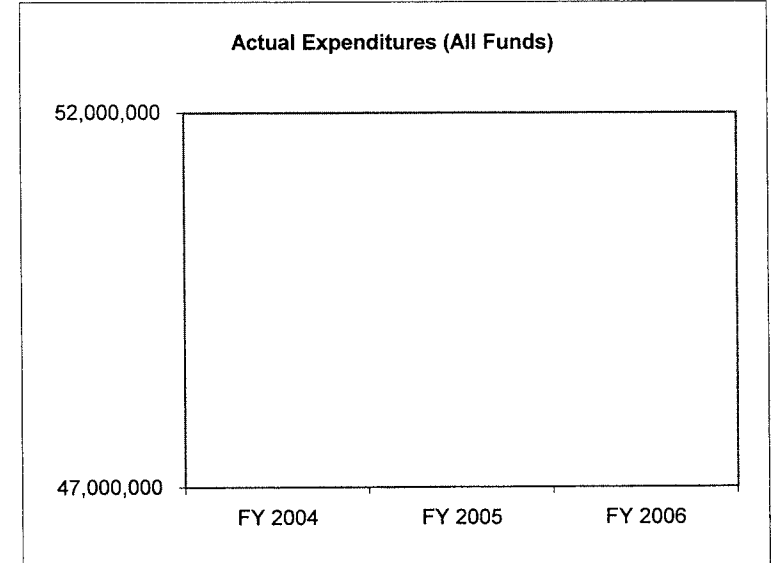
IT Consolidation	Continuity of Operations / Continuity of Government (COOP/COG)
State Data Center (SDC)	Cyber Security
Justice Integration	Geographic Information Systems

## CORE DECISION ITEM

<b>Department</b>	Office of Administration
<b>Division</b>	Information Technology Services Division
<b>Core</b>	ITSD Consolidation Operating Core

## 4. FINANCIAL HISTORY

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)				138,424,821
Less Reverted (All Funds)				N/A
Budget Authority (All Funds)	0	0	0	N/A
Actual Expenditures (All Funds)				N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue				N/A
Federal				N/A
Other				N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** Fiscal Year 2007 was the first year all IT appropriations were consolidated in OA

**CORE RECONCILIATION DETAIL**

**OFFICE OF ADMINISTRATION  
ITSD CONSOLIDATION**

**5. CORE RECONCILIATION DETAIL**

			<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>									
			PS	1,015.04	22,239,826	16,205,540	7,659,127	46,104,493	
			EE	0.00	24,300,213	51,107,663	14,344,966	89,752,842	
			PD	0.00	2,309,386	250,100	8,000	2,567,486	
			<b>Total</b>	<b>1,015.04</b>	<b>48,849,425</b>	<b>67,563,303</b>	<b>22,012,093</b>	<b>138,424,821</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>									
Transfer In	1023 1285	EE	0.00	0	10,672	0	10,672	Computer equip funds from DHSS 07 dec item	
Transfer In	1023 1333	EE	0.00	0	0	16,980	16,980	Computer equip funds from DHSS 07 dec item	
Transfer In	1023 1282	EE	0.00	64,928	0	0	64,928	Computer equip funds from DHSS 07 dec item	
Transfer In	1278 1509	EE	0.00	0	0	23,591	23,591	From Agriculture for software maintenance	
Transfer In	1283 1282	EE	0.00	22,264	0	0	22,264	From DOC for printer maintenance	
Transfer In	1286 1283	PS	1.00	0	38,616	0	38,616	From DMH for IT FTE	
Transfer In	1293 1313	EE	0.00	0	0	2,600	2,600	Computer equip funds from DESE 07 dec item	
Transfer In	1294 1285	EE	0.00	0	1,100	0	1,100	Computer equip funds from DPS 07 dec item	
Transfer In	1297 1282	EE	0.00	5,000	0	0	5,000	Computer equip funds from DOR-STC 07 dec item	
Transfer In	1300 1282	EE	0.00	9,480	0	0	9,480	Computer equip funds from DSS 07 dec item	
Transfer In	1300 1285	EE	0.00	0	3,555	0	3,555	Computer equip funds from DSS 07 dec item	
Transfer In	1495 1282	EE	0.00	33,415	0	0	33,415	From DMH for software maintenance	
Transfer In	1824 1282	EE	0.00	133,037	0	0	133,037	From DOC for information services	
Transfer In	2280 1281	PS	0.20	167,992	0	0	167,992	From DOR for additional consolidation from FY07	
1x Expenditures	1019 1282	EE	0.00	(4,200,000)	0	0	(4,200,000)	DOR data matching project conclusion	

## CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION  
ITSD CONSOLIDATION

## 5. CORE RECONCILIATION DETAIL

			Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>DEPARTMENT CORE ADJUSTMENTS</b>									
1x Expenditures	1020	1296	EE	0.00	0	0	(39,625)	(39,625)	DPS Elevator Safety one-time equip and services
Transfer Out	1822	1282	EE	0.00	(5,606)	0	0	(5,606)	To DSS for non-IT mailroom equip maintenance
Transfer Out	1823	1285	EE	0.00	0	(200,000)	0	(200,000)	To DOC for federal education software
Transfer Out	2763	1283	PS	(2.58)	0	(126,312)	0	(126,312)	To DSS
Transfer Out	2763	1281	PS	(2.05)	(99,673)	0	0	(99,673)	To DSS
Transfer Out	2763	1292	PS	(0.37)	0	0	(18,191)	(18,191)	To DSS
Core Reallocation	994	3655	PS	0.00	0	0	1	1	To consolidate ITSD internal appropriations
Core Reallocation	994	3610	PS	2.00	0	0	86,332	86,332	To consolidate ITSD internal appropriations
Core Reallocation	994	3599	PS	0.50	0	167,899	0	167,899	To consolidate ITSD internal appropriations
Core Reallocation	994	1281	PS	61.50	2,847,647	0	0	2,847,647	To consolidate ITSD internal appropriations
Core Reallocation	994	3601	PS	128.25	0	0	6,240,168	6,240,168	To consolidate ITSD internal appropriations
Core Reallocation	994	3611	EE	0.00	0	0	143,987	143,987	To consolidate ITSD internal appropriations
Core Reallocation	994	1282	EE	0.00	4,211,435	0	0	4,211,435	To consolidate ITSD internal appropriations
Core Reallocation	994	3605	EE	0.00	0	0	12,636	12,636	To consolidate ITSD internal appropriations
Core Reallocation	994	3602	EE	0.00	0	0	22,900,133	22,900,133	To consolidate ITSD internal appropriations
Core Reallocation	994	3656	EE	0.00	0	0	1	1	To consolidate ITSD internal appropriations
Core Reallocation	994	3613	EE	0.00	0	0	1,099	1,099	To consolidate ITSD internal appropriations
Core Reallocation	994	3600	EE	0.00	0	4,861,811	0	4,861,811	To consolidate ITSD internal appropriations
Core Reallocation	994	3602	PD	0.00	0	0	143,650	143,650	To consolidate ITSD internal appropriations
Core Reallocation	1021	3654	EE	0.00	0	1,296,986	0	1,296,986	DOLIR move to administrative federal fund

**CORE RECONCILIATION DETAIL**

**OFFICE OF ADMINISTRATION  
ITSD CONSOLIDATION**

**5. CORE RECONCILIATION DETAIL**

				<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>DEPARTMENT CORE ADJUSTMENTS</b>										
Core Reallocation	1021	1285	EE		0.00	0	(1,296,986)	0	(1,296,986)	DOLIR move to administrative federal fund
Core Reallocation	1022	1503	EE		0.00	0	0	(1,517)	(1,517)	Professional Registration fund consolidation
Core Reallocation	1022	1502	EE		0.00	0	0	(7,190)	(7,190)	Professional Registration fund consolidation
Core Reallocation	1022	1501	EE		0.00	0	0	(5,590)	(5,590)	Professional Registration fund consolidation
Core Reallocation	1022	1500	EE		0.00	0	0	(561)	(561)	Professional Registration fund consolidation
Core Reallocation	1022	1499	EE		0.00	0	0	(5,864)	(5,864)	Professional Registration fund consolidation
Core Reallocation	1022	1498	EE		0.00	0	0	(9,645)	(9,645)	Professional Registration fund consolidation
Core Reallocation	1022	1497	EE		0.00	0	0	(4,241)	(4,241)	Professional Registration fund consolidation
Core Reallocation	1022	1496	EE		0.00	0	0	(2,000)	(2,000)	Professional Registration fund consolidation
Core Reallocation	1022	1495	EE		0.00	0	0	(1,485)	(1,485)	Professional Registration fund consolidation
Core Reallocation	1022	1494	EE		0.00	0	0	(1,012)	(1,012)	Professional Registration fund consolidation
Core Reallocation	1022	1491	EE		0.00	0	0	(400)	(400)	Professional Registration fund consolidation
Core Reallocation	1022	1490	EE		0.00	0	0	(5,071)	(5,071)	Professional Registration fund consolidation
Core Reallocation	1022	2106	EE		0.00	0	0	(4,016)	(4,016)	Professional Registration fund consolidation
Core Reallocation	1022	1616	EE		0.00	0	0	57,193	57,193	Professional Registration fund consolidation
Core Reallocation	1022	1585	EE		0.00	0	0	(5,540)	(5,540)	Professional Registration fund consolidation
Core Reallocation	1022	1574	EE		0.00	0	0	(3,061)	(3,061)	Professional Registration fund consolidation
Core Reallocation	1828	1470	EE		0.00	0	0	(30,425)	(30,425)	DNR OTH fund realignment
Core Reallocation	1828	1360	EE		0.00	0	0	30,425	30,425	DNR OTH fund realignment
Core Reallocation	1829	3690	EE		0.00	0	0	2,000	2,000	DHSS Hazard Waste Remedial to Hazard Waste



## CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION  
ITSD CONSOLIDATION

## 5. CORE RECONCILIATION DETAIL

			Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>DEPARTMENT CORE ADJUSTMENTS</b>									
Core Reallocation	1829	1619	EE	0.00	0	0	(2,000)	(2,000)	DHSS Hazard Waste Remedial to Hazard Waste
Core Reallocation	1830	1620	PS	(0.05)	0	0	(2,460)	(2,460)	DNR Air Pollution to Air Emission
Core Reallocation	1830	1299	PS	0.05	0	0	2,460	2,460	DNR Air Pollution to Air Emission
Core Reallocation	1830	1621	EE	0.00	0	0	(38)	(38)	DNR Air Pollution to Air Emission
Core Reallocation	1830	1300	EE	0.00	0	0	38	38	DNR Air Pollution to Air Emission
Core Reallocation	1832	3691	PS	2.00	0	0	93,663	93,663	DED funds to DIFP funds
Core Reallocation	1832	1369	PS	(2.00)	0	0	(93,663)	(93,663)	DED funds to DIFP funds
Core Reallocation	1832	3692	EE	0.00	0	0	24,336	24,336	DED funds to DIFP funds
Core Reallocation	1832	1371	EE	0.00	0	0	(24,336)	(24,336)	DED funds to DIFP funds
<b>NET DEPARTMENT CHANGES</b>				<b>188.45</b>	<b>3,189,919</b>	<b>4,757,341</b>	<b>29,513,362</b>	<b>37,460,622</b>	
<b>DEPARTMENT CORE REQUEST</b>									
			PS	1,203.49	25,155,792	16,285,743	13,967,437	55,408,972	
			EE	0.00	24,574,166	55,784,801	37,406,368	117,765,335	
			PD	0.00	2,309,386	250,100	151,650	2,711,136	
			<b>Total</b>	<b>1,203.49</b>	<b>52,039,344</b>	<b>72,320,644</b>	<b>51,525,455</b>	<b>175,885,443</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>									
			PS	1,203.49	25,155,792	16,285,743	13,967,437	55,408,972	
			EE	0.00	24,574,166	55,784,801	37,406,368	117,765,335	
			PD	0.00	2,309,386	250,100	151,650	2,711,136	
			<b>Total</b>	<b>1,203.49</b>	<b>52,039,344</b>	<b>72,320,644</b>	<b>51,525,455</b>	<b>175,885,443</b>	

## FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 30615	<b>DEPARTMENT:</b> Office of Administration
<b>BUDGET UNIT NAME:</b> ITSD Consolidation	<b>DIVISION:</b> Information Technology Services Division

**1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.**

### DEPARTMENT REQUEST

It is requested that 50% of all funding sources be designated as Flexible PS/EE. This flexibility is requested to help manage the IT consolidation for all participating departments. ITSD services are funded from over 100 funds. Changing needs of departments served by ITSD require that funding be flex so that proper spending from the proper sources are maintained. It is critical to the Division to retain key technical staff that continue to optimize the IT systems and to maintain technical support so that EE operating costs are contained and managed. In addition, certain software or equipment, or contracted services may be needed that can be funded from salary savings. This flexibility allows ITSD to provide services in the most efficient and reliable manner.

		Appr Amounts	% Flex Requested	Flex Amount Requested
IT Consolidation (all funds)	PS	\$55,408,972	50%	\$27,704,486
	E&E	\$117,765,335	50%	\$58,882,668
	PSD	\$2,711,136	50%	\$1,355,568
<i>Total</i>		\$175,885,443		\$87,942,722

**2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.**

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
\$122,500	\$180,000	Unknown

**3. Please explain how flexibility was used in the prior and/or current years.**

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
To adjust funding sources for personal service, and one-time copier replacement.	Unknown

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
<b>CORE</b>								
SR OFC SUPPORT ASST (CLERICAL)	0	0.00	0	0.00	105,316	4.00	105,316	4.00
ADMIN OFFICE SUPPORT ASSISTANT	0	0.00	127,383	4.13	254,417	8.13	254,417	8.13
SR OFC SUPPORT ASST (STENO)	0	0.00	53,327	2.00	53,327	2.00	53,327	2.00
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	120,858	4.93	133,358	5.43	133,358	5.43
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	287,814	9.67	384,654	13.17	384,654	13.17
DATA CONTROL CLERK I	0	0.00	20,729	1.00	20,729	1.00	20,729	1.00
DATA CONTROL CLERK II	0	0.00	28,742	1.00	28,742	1.00	28,742	1.00
EDP SCHEDULER	0	0.00	240,390	8.00	271,022	9.00	271,022	9.00
COMPUTER SUPPORT SVCS SPV	0	0.00	37,902	1.00	37,902	1.00	37,902	1.00
INFORMATION SUPPORT COOR	0	0.00	152,718	4.11	152,718	4.11	152,718	4.11
COMPUTER OPER TRNE	0	0.00	0	0.00	42,108	2.00	42,108	2.00
COMPUTER OPER I	0	0.00	27,344	1.00	99,860	4.00	99,860	4.00
COMPUTER OPER II	0	0.00	89,457	3.00	232,293	8.00	232,293	8.00
COMPUTER OPER III	0	0.00	32,074	1.00	216,016	6.00	216,016	6.00
COMPUTER OPERATIONS SPV I	0	0.00	33,883	1.00	265,072	6.50	265,072	6.50
COMPUTER OPERATIONS SPV II	0	0.00	48,210	1.00	48,210	1.00	48,210	1.00
MGR OF DP OPERATIONS	0	0.00	0	0.00	56,871	1.00	56,871	1.00
COMPUTER INFO TECH TRAINEE	0	0.00	142,357	4.22	403,373	7.42	403,373	7.42
COMPUTER INFO TECHNOLOGIST I	0	0.00	2,923,761	87.37	3,227,458	95.53	3,227,458	95.53
COMPUTER INFO TECHNOLOGIST II	0	0.00	3,715,705	96.42	4,063,912	105.17	4,063,912	105.17
COMPUTER INFO TECHNOLOGIST III	0	0.00	14,283,143	327.65	15,269,083	349.65	15,269,083	349.65
COMPUTER INFO SPEC IV	0	0.00	47,802	1.00	47,802	1.00	47,802	1.00
COMPUTER INFO TECH SUPV I	0	0.00	1,437,950	28.00	1,433,909	28.00	1,433,909	28.00
COMPUTER INFO TECH SUPV II	0	0.00	2,417,170	41.26	2,749,736	46.76	2,749,736	46.76
COMPUTER INFO TECH SPEC I	0	0.00	8,920,170	178.17	10,927,718	215.17	10,927,718	215.17
COMPUTER INFO TECH SPEC II	0	0.00	3,397,959	56.60	4,462,667	72.30	4,462,667	72.30
COMPUTER INFO TECH SPEC III	0	0.00	379,906	5.95	741,640	11.70	741,640	11.70
SECT MGR DIV OF INFO SVCS	0	0.00	0	0.00	144,808	2.50	144,808	2.50
COMP INFO TECHNOLOGY MGR II	0	0.00	275,596	4.00	477,880	7.50	477,880	7.50
COMP INFO TECHNOLOGY MGR I	0	0.00	772,714	12.25	950,926	14.75	950,926	14.75
PROCUREMENT OFCR I	0	0.00	44,467	1.00	89,791	2.30	89,791	2.30
ACCOUNT CLERK II	0	0.00	9,928	0.37	105,748	4.37	105,748	4.37

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
<b>CORE</b>								
ACCOUNTANT I	0	0.00	0	0.00	33,284	1.00	33,284	1.00
ACCOUNTANT II	0	0.00	84,539	2.00	84,539	2.00	84,539	2.00
ACCOUNTANT III	0	0.00	0	0.00	43,344	1.00	43,344	1.00
ACCOUNTING SPECIALIST II	0	0.00	0	0.00	43,596	1.30	43,596	1.30
ACCOUNTING SPECIALIST III	0	0.00	0	0.00	46,284	1.25	46,284	1.25
ACCOUNTING ANAL III	0	0.00	0	0.00	56,871	1.00	56,871	1.00
TRAINING TECH III	0	0.00	21,671	0.50	21,671	0.50	21,671	0.50
EXECUTIVE I	0	0.00	37,902	1.00	110,310	3.25	110,310	3.25
MANAGEMENT ANALYSIS SPEC II	0	0.00	40,860	1.00	40,860	1.00	40,860	1.00
PERSONNEL CLERK	0	0.00	29,390	1.00	29,390	1.00	29,390	1.00
TELECOMMUN TECH I	0	0.00	27,880	1.00	27,880	1.00	27,880	1.00
TELECOMMUN TECH II	0	0.00	33,883	1.00	33,883	1.00	33,883	1.00
TELECOMMUN ANAL I	0	0.00	0	0.00	30,972	1.00	30,972	1.00
TELECOMMUN ANAL II	0	0.00	0	0.00	102,288	3.00	102,288	3.00
TELECOMMUN ANAL III	0	0.00	40,860	1.00	186,804	4.00	186,804	4.00
TELECOMMUN ANAL IV	0	0.00	92,526	2.00	295,850	6.00	295,850	6.00
PROGRAM COORDINATOR MH HLTH	0	0.00	52,354	1.00	52,354	1.00	52,354	1.00
GEOGRAPHIC INFO SYS TECH I	0	0.00	31,500	1.00	31,500	1.00	31,500	1.00
GEOGRAPHIC INFO SYS TECH II	0	0.00	37,902	1.00	37,902	1.00	37,902	1.00
GEOGRAPHIC INFO SYS ANALYST	0	0.00	196,885	5.00	218,901	5.10	218,901	5.10
GEOGRAPHIC INFO SYS SPECIALIST	0	0.00	230,285	5.05	260,563	5.15	260,563	5.15
GEOGRAPHIC INFO SYS COORDINATR	0	0.00	61,913	1.00	102,237	1.10	102,237	1.10
FAMILY SUPPORT ELIGIBILITY SPC	0	0.00	61,389	2.00	61,389	2.00	61,389	2.00
SERVICE MANAGER I	0	0.00	66,531	2.00	66,531	2.00	66,531	2.00
FISCAL & ADMINISTRATIVE MGR B2	0	0.00	59,904	1.00	170,327	3.00	170,327	3.00
OFFICE OF ADMINISTRATION MGR 2	0	0.00	0	0.00	112,944	2.00	112,944	2.00
DESIGNATED PRINCIPAL ASST DEPT	0	0.00	306,617	4.00	420,335	5.50	420,335	5.50
DIVISION DIRECTOR	0	0.00	72,950	1.00	72,950	1.00	72,950	1.00
DEPUTY DIVISION DIRECTOR	0	0.00	66,768	1.00	66,768	1.00	66,768	1.00
DESIGNATED PRINCIPAL ASST DIV	0	0.00	361,720	6.00	605,080	9.00	605,080	9.00
PROJECT SPECIALIST	0	0.00	65,691	0.98	65,691	0.98	65,691	0.98
CLERK	0	0.00	268,028	5.50	268,028	5.50	268,028	5.50

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
<b>CORE</b>								
COMPUTER OPERATOR	0	0.00	72,382	2.00	72,382	2.00	72,382	2.00
DATA PROCESSOR TECHNICAL	0	0.00	53,613	1.66	53,613	1.66	53,613	1.66
DATA PROCESSOR PROFESSIONAL	0	0.00	60,869	1.00	60,869	1.00	60,869	1.00
DATA PROCESSING CONSULTANT	0	0.00	74,160	0.60	74,160	0.60	74,160	0.60
MISCELLANEOUS PROFESSIONAL	0	0.00	38,941	1.52	108,776	3.01	108,776	3.01
SPECIAL ASST OFFICIAL & ADMSTR	0	0.00	28,576	0.53	28,576	0.53	28,576	0.53
SPECIAL ASST PROFESSIONAL	0	0.00	315,828	5.21	669,486	10.21	669,486	10.21
SPECIAL ASST TECHNICIAN	0	0.00	69,389	2.00	69,389	2.00	69,389	2.00
SPECIAL ASST OFFICE & CLERICAL	0	0.00	148,824	4.00	148,824	4.00	148,824	4.00
OTHER	0	0.00	37,412	0.58	37,413	0.58	37,413	0.58
COMP INFO TECH I	0	0.00	416,939	12.00	416,939	12.00	416,939	12.00
COMP INFO TECH II	0	0.00	378,103	9.00	378,103	9.00	378,103	9.00
COMP INFO TECH III	0	0.00	209,878	5.00	209,878	5.00	209,878	5.00
COMP INFO TECH SPEC I	0	0.00	456,928	10.00	456,928	10.00	456,928	10.00
COMP INFO TECH SPEC II	0	0.00	86,661	2.00	86,661	2.00	86,661	2.00
MANAGER OF INFO TECH	0	0.00	199,784	3.00	199,784	3.00	199,784	3.00
CUSTODIAL WORKER I	0	0.00	49,594	1.00	49,594	1.00	49,594	1.00
CHIEF INFORMATION OFFICER	0	0.00	71,985	1.00	71,985	1.00	71,985	1.00
DIRECTOR	0	0.00	58,394	1.00	58,394	1.00	58,394	1.00
ASST DIRECTOR	0	0.00	42,145	1.00	42,145	1.00	42,145	1.00
SUPERVISOR	0	0.00	36,528	1.00	36,528	1.00	36,528	1.00
ADMIN ASST II	0	0.00	25,921	1.00	25,921	1.00	25,921	1.00
COMPUTER INFO TECH I	0	0.00	167,221	3.23	167,221	3.23	167,221	3.23
DATA SERVICES SPECIALIST	0	0.00	27,071	1.00	27,071	1.00	27,071	1.00
COMPUTER SYSTEMS ASSOCIATE	0	0.00	32,682	0.54	32,682	0.54	32,682	0.54
COMPUTER INFO TECHNOLOGIST II	0	0.00	301,785	4.50	301,785	4.50	301,785	4.50
COMPUTER INFO TECH SPC II	0	0.00	45,413	1.00	45,413	1.00	45,413	1.00
PROGRAMMER ANALYST	0	0.00	178,060	3.54	178,060	3.54	178,060	3.54
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>46,104,493</b>	<b>1,015.04</b>	<b>55,408,972</b>	<b>1,203.49</b>	<b>55,408,972</b>	<b>1,203.49</b>
TRAVEL, IN-STATE	0	0.00	417,656	0.00	452,251	0.00	452,251	0.00
TRAVEL, OUT-OF-STATE	0	0.00	172,017	0.00	227,923	0.00	227,923	0.00
FUEL & UTILITIES	0	0.00	51,266	0.00	51,266	0.00	51,266	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
<b>CORE</b>								
SUPPLIES	0	0.00	3,909,397	0.00	4,621,872	0.00	4,621,872	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	812,004	0.00	1,054,276	0.00	1,054,276	0.00
COMMUNICATION SERV & SUPP	0	0.00	7,254,015	0.00	7,745,001	0.00	7,745,001	0.00
PROFESSIONAL SERVICES	0	0.00	42,099,799	0.00	44,854,354	0.00	44,854,354	0.00
JANITORIAL SERVICES	0	0.00	20,434	0.00	23,434	0.00	23,434	0.00
M&R SERVICES	0	0.00	8,555,250	0.00	15,302,611	0.00	15,302,611	0.00
COMPUTER EQUIPMENT	0	0.00	25,220,492	0.00	28,792,141	0.00	28,792,141	0.00
MOTORIZED EQUIPMENT	0	0.00	8,692	0.00	8,692	0.00	8,692	0.00
OFFICE EQUIPMENT	0	0.00	74,297	0.00	107,547	0.00	107,547	0.00
OTHER EQUIPMENT	0	0.00	57,596	0.00	138,446	0.00	138,446	0.00
PROPERTY & IMPROVEMENTS	0	0.00	5,331	0.00	6,181	0.00	6,181	0.00
REAL PROPERTY RENTALS & LEASES	0	0.00	28,278	0.00	39,278	0.00	39,278	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	982,475	0.00	12,813,594	0.00	12,813,594	0.00
MISCELLANEOUS EXPENSES	0	0.00	83,554	0.00	101,179	0.00	101,179	0.00
REBILLABLE EXPENSES	0	0.00	289	0.00	1,425,289	0.00	1,425,289	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>89,752,842</b>	<b>0.00</b>	<b>117,765,335</b>	<b>0.00</b>	<b>117,765,335</b>	<b>0.00</b>
PROGRAM DISTRIBUTIONS	0	0.00	2,508,886	0.00	2,508,886	0.00	2,508,886	0.00
DEBT SERVICE	0	0.00	58,600	0.00	202,000	0.00	202,000	0.00
REFUNDS	0	0.00	0	0.00	250	0.00	250	0.00
<b>TOTAL - PD</b>	<b>0</b>	<b>0.00</b>	<b>2,567,486</b>	<b>0.00</b>	<b>2,711,136</b>	<b>0.00</b>	<b>2,711,136</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$138,424,821</b>	<b>1,015.04</b>	<b>\$175,885,443</b>	<b>1,203.49</b>	<b>\$175,885,443</b>	<b>1,203.49</b>
GENERAL REVENUE	\$0	0.00	\$48,849,425	493.13	\$52,039,344	552.78	\$52,039,344	552.78
FEDERAL FUNDS	\$0	0.00	\$67,563,303	350.42	\$72,320,644	349.34	\$72,320,644	349.34
OTHER FUNDS	\$0	0.00	\$22,012,093	171.49	\$51,525,455	301.37	\$51,525,455	301.37

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	IT Consolidation
<b>Program is found in the following core budget(s):</b> Information Technology Services Division Consolidation	

**1. What does this program do?**

Governor Blunt ordered in FY06 that management of State Information Technology resources be consolidated under the Office of Administration. In FY06, some IT assets were identified, and separate IT appropriations created within each department with the exception of Revenue, MoDOT, Conservation, Highway Patrol, Judiciary, Elected Officials, General Assembly, and various boards and commissions. The IT FY06 consolidation appropriation in each department primarily consisted of Computer Equipment (subclass 480) and some of the departmental IT organization appropriation data. In FY07, the scope of the IT consolidation was expanded to include the Department of Revenue and to include more IT expenditures. IT appropriations from FY06, as well as additional IT expenditures were moved to OA/ITSD in FY07. The objectives of IT consolidation are many, but all relate to efficiently run, reliable, and available IT services.

This program provides IT services to the following departments:

- Agriculture	- Corrections
- Economic Development	- Elementary & Secondary Education
- Health & Senior Services	- Higher Education
- Insurance	- Labor & Industrial Relations
- Mental Health	- Natural Resources
- Office of Administration	- Public Safety
- Revenue	- Social Services

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Statute 37.005, RSMo provides for the Commissioner of Administration to provide data processing services to agencies.

**3. Are there federal matching requirements? If yes, please explain.**

Certain federal grants require a percentage of matching funds.

**4. Is this a federally mandated program? If yes, please explain.**

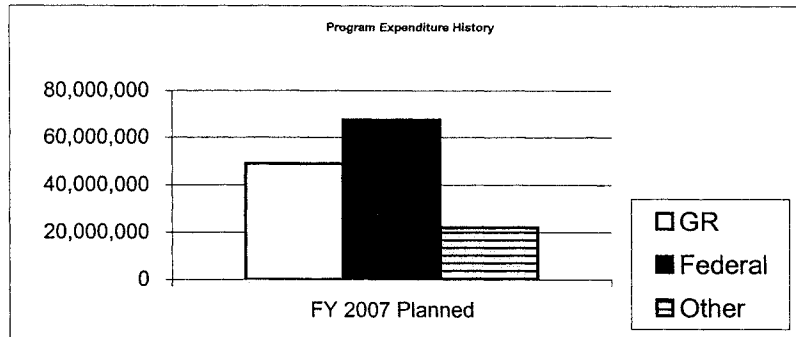
No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**

There is no actual program expenditure history as prior year expenditures were contained in the 14 departments that were involved in the consolidation.

## PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	IT Consolidation
Program is found in the following core budget(s):	Information Technology Services Division Consolidation



**6. What are the sources of the "Other " funds?**

See Decision Item Summary report on previous page.

**7a. Provide an effectiveness measure.**

System-wide measures have been developed and are being collected. Effectiveness measures include server availability, email capacity, and main application utilization.

**7b. Provide an efficiency measure.**

System-wide measures have been developed and are being collected. Efficiency measures include projects completed on budget, database capacity, server use to capacity, and end user support cost per call.

**7c. Provide the number of clients/individuals served, if applicable.**

TBD.

**7d. Provide a customer satisfaction measure, if available.**

The Division has entered into Service Level Agreements with each of the departments served by ITSD. A prioritized list of department IT projects are developed. Meetings are held periodically with department liaisons to discuss progress of ITSD meeting customer expectations, problem issues, and departmental planning.



## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	State Data Center (SDC)
<b>Program is found in the following core budget(s):</b> ITSD Consolidation Operating Core	

**1. What does this program do?**

The SDC was initially established in 1977 by consolidating the Department of Revenue and Office of Administration computer centers. As part of the COMAP initiatives, the computer centers from the Highway Patrol, Social Services, and DOLIR were consolidated into the SDC. Savings are realized by the State through consolidating technical and operations personnel to maintain 24 hour services, as well as, reducing hardware and software costs by sharing these capital expenditures. The SDC now represents the State's only 24 hour, 7 day week mainframe data center. The SDC provides a number of mission-critical services to agencies, including CPU processing and storage for applications, such as MULES for the Highway Patrol, SAM II for the Office of Administration, MACSS and FAMIS for Social Services, and various tax systems for the Department of Revenue.

The SDC also houses the Internet access point for all state agencies and runs a firewall and DMZ complex to protect the network from cyber attacks. The core network, which allows all state agencies to exchange email and data, is also the responsibility of this unit.

Agencies are billed by the Information Technology Services Division at rates developed through a Cost Allocation Plan, based upon agency usage of the services. The services are billed to agencies and then collected into the OA Revolving Fund. Payments for the vendor services and equipment are then paid from the same fund. The SDC Steering Committee, comprised of agency IT management, provides direction to SDC management on policies, procedures, and the Cost Allocation Plan. It approves the billing rates and operating budget.

The FY07 Cost Allocation Plan for the SDC has 90.25 FTE's budgeted with a total operating budget of \$21,797,604 including fringe benefits.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Statute 37.005, RSMo provides for the Commissioner of Administration to provide data processing services to agencies, the authority for billing, along with the creation of the OA Revolving Fund.

**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

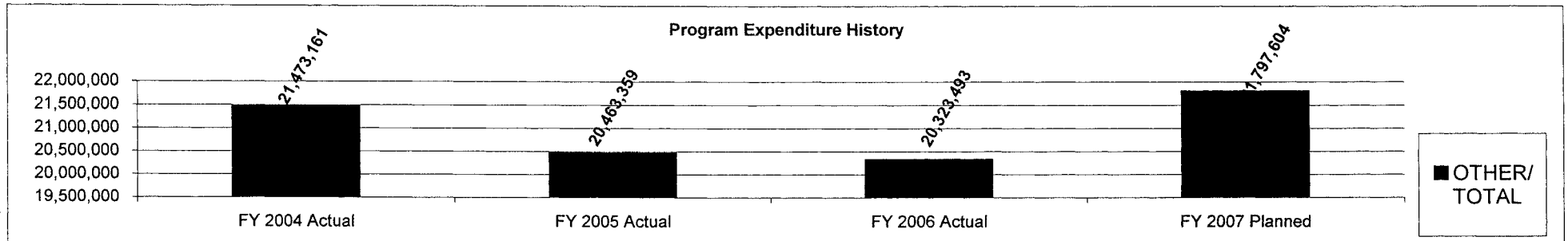
No

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** State Data Center (SDC)  
**Program is found in the following core budget(s):** ITSD Consolidation Operating Core

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**

The prior year amounts include Fringe Benefit and Other Transfers from the Revolving Fund. The FY 2007 Planned Expenditures is the FY07 Cost Allocation Plan expenditure amount including transfers for Fringes and Other Transfers. The actual expense will depend upon the rate of agency utilization in FY07. **Historically, expenditures have been less than projected in prior years.**



**6. What are the sources of the "Other " funds?**

OA Revolving Administrative Trust Fund. The operations of the State Data Center are appropriated from this fund.

**7a. Provide an effectiveness measure.**

Various SDC billing rates are used to gauge the cost effectiveness of the SDC program. A goal of having billing rates to agencies equal to or lower than the previous year is targeted annually.

A cumulative comparison of the rates from FY05 to FY07 yields the following data :

SDC Category of Service	SDC FY07 Rate	FY05 Rates	% Change
CPU Service Unit	\$0.0149	\$0.0206	-28%
CICS (on-line) Transaction Cost	\$0.0009	\$0.0009	0%
DASD (Storage) Cost	\$0.0254	\$0.0273	-7%
DB2 (Data Base) Cost	\$0.0029	\$0.0048	-39%
Laser Print	\$0.0337	\$0.0315	7%

The SDC strives to keep the rates equal to or lower than the previous year.

Agencies are being discouraged from printing, thus the print rate is rising due to usage decreasing. Agencies are encouraged to use much cheaper on-line viewing of data versus expensive printing.

## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** State Data Center (SDC)

**Program is found in the following core budget(s):** ITSD Consolidation Operating Core

**7b. Provide an efficiency measure.**

The SDC been able to reduce the Net Billing to agencies per MIP by over 60% since FY00. Net Billings is what was billed to agencies after all credits in a fiscal year. MIPS are an industry standard to measure computing power on mainframe computers. (Millions of Instructions Per Second)

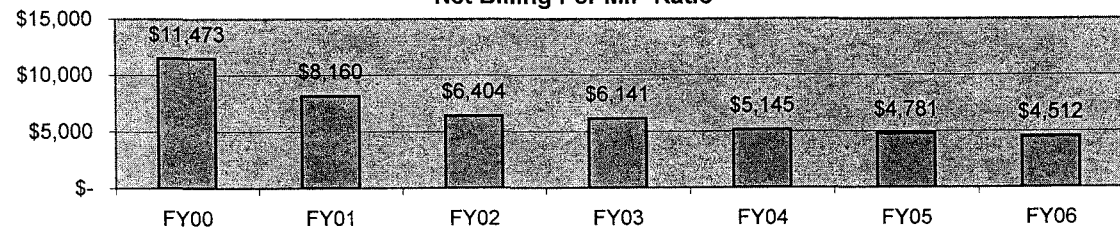
**ACTUAL DATA**

	FY00	FY01	FY02	FY03	FY04	FY05	FY06
CPU MIPS	1841	2833	3555	3717	3944	4280	4504
Net Billings to Agencies	\$ 21,121,965	\$23,116,834	\$22,765,352	\$22,826,539	\$20,290,861	\$ 20,464,297	\$ 20,323,493
Per MIP Ratio	\$ 11,473	\$ 8,160	\$ 6,404	\$ 6,141	\$ 5,145	\$ 4,781	\$ 4,512

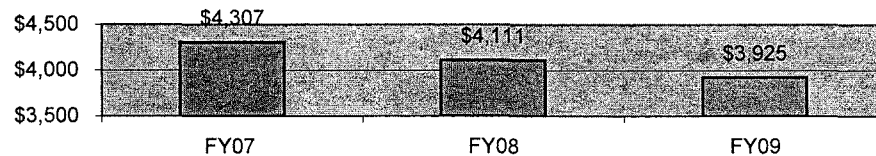
**PROJECTED DATA**

FY07	FY08	FY09
4954	5450	5995
21,339,668	22,406,651	23,526,984
4,307	4,111	3,925

**Net Billing Per MIP Ratio**



**Net Billing Per MIP Ratio  
Projected**



**7c. Provide the number of clients/individuals served, if applicable.**

In June, 2006 there were 27,261 USER ID's (state employees and local law enforcement staff) that accessed or updated an application online at the SDC.

**7d. Provide a customer satisfaction measure, if available.**

As mentioned above, the SDC Steering Committee provides input on the quality of SDC services provided. In addition, there are various other technical committees and work groups that meet weekly or monthly with SDC staff that provide feedback on services and work collaboratively on security, operational, and technical issues.

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Justice Integration  
**Program is found in the following core budget(s):** ITSD Consolidation Operating Core

**1. What does this program do?**

Integrates justice systems in response to the increase in public demand, being driven at the local level, for accountability, effectiveness and responsiveness. There are increased expectations regarding the ability of justice agencies to proactively respond to community needs with high-risk and repeat offenders. And, there is increased public demand for electronic access to information and services as well as the need for extended hours of operation.

Beyond improving the internal operations of our justice agencies, this project will enable the sharing of critical information between police officers, court administrators, corrections officers, and other officials at the federal, state and local levels. This integration effort encompasses a variety of functions designed to enable the timely and efficient sharing of information within and between agencies.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

N/A

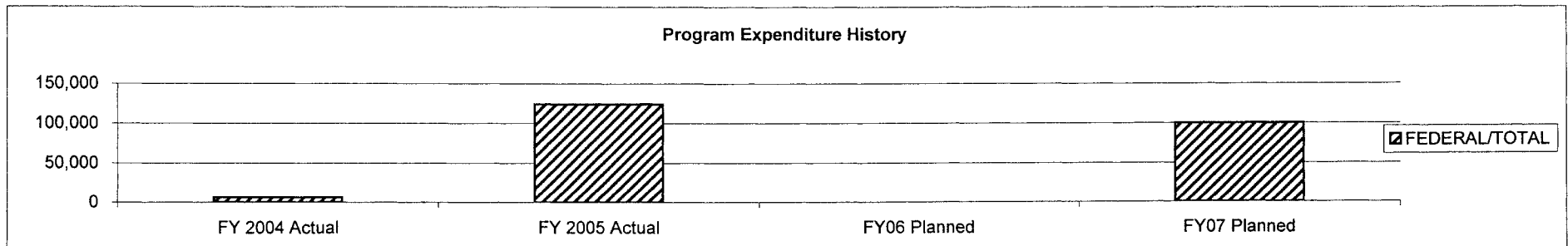
**3. Are there federal matching requirements? If yes, please explain.**

Certain federal grants require a percentage of matching funds.

**4. Is this a federally mandated program? If yes, please explain.**

Crime Identification Technology Act; Authorized with the passage of Public Law 105-251 on October 9, 1998, and provides assistance to states to establish or upgrade criminal justice information systems and identification technologies

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

N/A

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Justice Integration
<b>Program is found in the following core budget(s):</b> ITSD Consolidation Operating Core	
<p><b>7a. Provide an effectiveness measure.</b></p> <p>A Statewide Justice Information Sharing Study was developed on the state of justice information sharing among Missouri Law Enforcement, Prosecutors, Courts, and Missouri Department of Corrections' (MDOC) Division of Adult Institutions (DAI), and Probation &amp; Parole (P&amp;P). The study discovered Missouri's current problem, lack of real-time information system interfaces between Missouri's criminal justice agencies, and provided a solution to implement the study's findings.</p>	
<p><b>7b. Provide an efficiency measure.</b></p> <p>Has increased the speed of sharing information between state, county, and local law enforcement, court administrators, corrections officers, parole officers, and various other stakeholders.</p>	
<p><b>7c. Provide the number of clients/individuals served, if applicable.</b></p> <p>N/A</p>	
<p><b>7d. Provide a customer satisfaction measure, if available.</b></p> <p>N/A</p>	

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Continuity of Operations / Continuity of Government  
**Program is found in the following core budget(s):** ITSD Consolidation Operating Core

### 1. What does this program do?

Continuity of Operations/Continuity of Government (COOP / COG) focuses on sustaining an organization's business functionality during and after a disruption or "event." IT COOP/COG planning is critical to all state agencies, as all are dependent upon IT systems for the delivery of critical services. IT COOP/COG planning involves prioritizing IT applications, planning for their recovery due to a disaster event, defining work-around procedures, notification of staff, defining chain-of-command authority, and practicing any defined IT recovery procedures to the extent possible with various simulation exercises.

In January 2005, OA/ITSD completed COOP/COG planning for all of the divisions within OA. Included in the project were templates and sample guidelines that all state agencies can use in developing their own specific COOP/COG plans. During the project, state staff attended a training program provided by the federal government in Washington, DC to assure that the OA/ITSD plan met federal government guidelines. Homeland Security grant funding paid the total cost of \$82,000 for the project.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

The Missouri Department of Homeland Security and The Securities Council have been identified as a major area of concern.

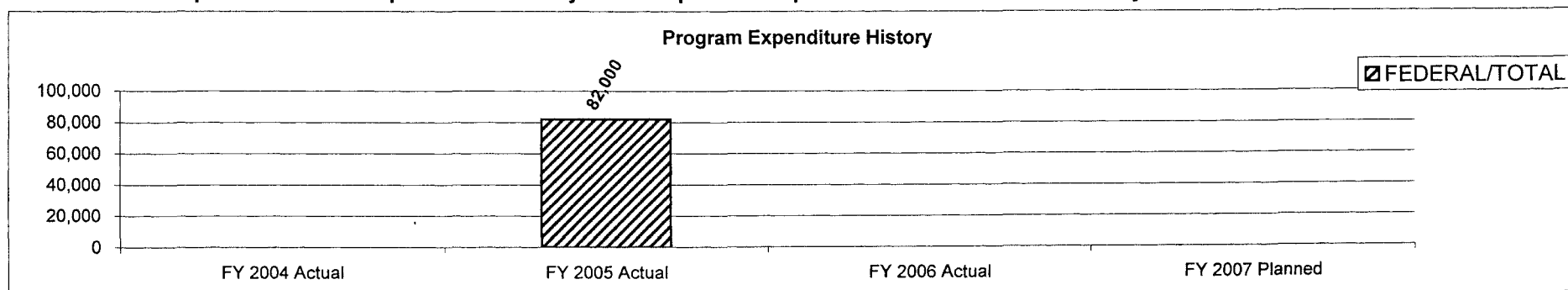
### 3. Are there federal matching requirements? If yes, please explain.

Certain federal grants require a percentage of matching funds.

### 4. Is this a federally mandated program? If yes, please explain.

N/A

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



### 6. What are the sources of the "Other " funds?

N/A

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Continuity of Operations / Continuity of Government
<b>Program is found in the following core budget(s):</b> ITSD Consolidation Operating Core	

**7a. Provide an effectiveness measure.**

The following areas of COOP/COG have been or are in the process of being developed or addressed:

- Raise the awareness of and recognition of the need for business continuity plans and disaster recovery plans.
- Clearly delineate the difference between state government operation plans and state agency business continuity plans and the corresponding responsibilities.
- Develop a methodology for agencies to utilize in the development of business continuity plans.
- Identify those information technology infrastructure assets that should be included in Missouri's Critical Asset Protection Plan and ensure that those assets are covered by an adequate disaster recovery plan.
- Recommend policies and procedures for the development, maintenance, and annual exercising of business continuity and disaster recovery plans.
- Develop a business plan that clearly articulates the issues surrounding economic impact of having and maintaining business continuity and disaster recovery.

**7b. Provide an efficiency measure.**

Working to ensure that, in the event of a disaster, state technology services and business operations are recoverable within 120 hours.

**7c. Provide the number of clients/individuals served, if applicable.**

COOP/COG will serve all state agencies to ensure procedures are in place to continue governmental operations.

**7d. Provide a customer satisfaction measure, if available.**

N/A

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Cyber Security
<b>Program is found in the following core budget(s):</b> ITSD Consolidation Operating Core	

**1. What does this program do?**

Secures cyber space by protecting the state's infrastructure, data, and business processes. Many cyber threats exist to the integrity of government's IT information, data, and infrastructures. Through Cyber Security, those assets are protected. Program activity depends on federal fund availability.

ITSD has dedicated federal FTE to focus on cyber security, disaster recovery and COOP/COG projects. In relation to cyber security, the ITSD Security team performs the following:

- Assessment of current cyber security and addresses vulnerabilities identified.
- Develops cyber security policies and procedures for ITSD.
- Coordinates with state agencies on cyber security or best practices, and shares assessment information.
- Notifies and coordinates with state agencies on virus and/or spam incidents.
- Researches viruses and other cyber security incidents.
- Researches security tools, best practices, software, and reviews state standards.

During FY 05, the OA/ITSD Security team had several projects started and some projects that have been completed that address cyber security. OA/ITSD has purchased a complete computer forensics lab. This new equipment will be used to better identify malicious activity within the state's computer infrastructure from internal and external sources. State staff has completed training and several agencies participated and are qualified to use the equipment. Homeland Security funds paid for the \$45,000 project. Other projects that are near completion are 1.) a redundant wireless network deployed west of the capitol complex to allow for communications should the wired network fail; 2.) a statewide electronic mail anti-SPAM and virus protection project preventing malicious mail from being delivered to state employees; 3.) a content filtering project that will prevent access to websites that are known to contain malicious software and; 4.) a business impact analysis of the State Data Center to determine the quantitative and qualitative impacts to the state in a loss of operations;

Funding for these projects was provided by SEMA through a Homeland Security grant.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

The Missouri Department of Homeland Security and The Securities Council have identified this as a major area of concern.

**3. Are there federal matching requirements? If yes, please explain.**

Certain federal grants require a percentage of matching funds. All of the projects identified above are being funded through a SEMA Homeland Security grant.

**4. Is this a federally mandated program? If yes, please explain.**

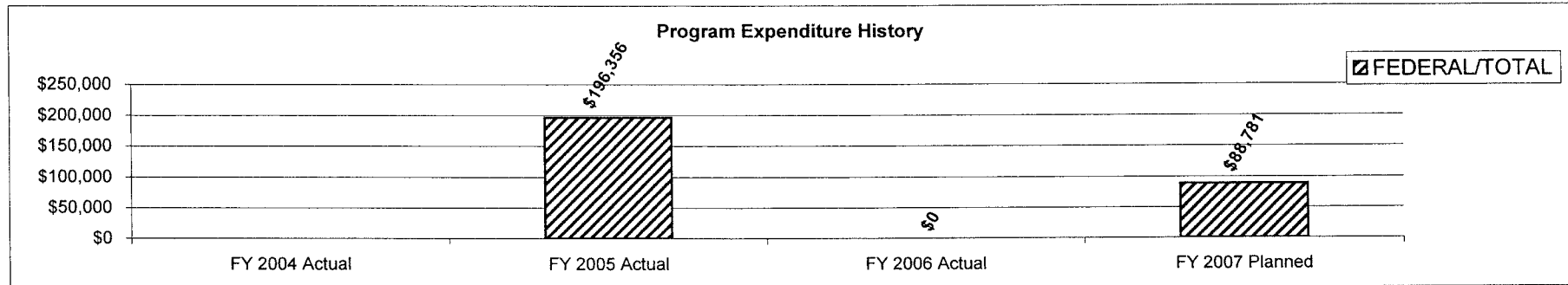
N/A



139  
PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Cyber Security  
**Program is found in the following core budget(s):** ITSD Consolidation Operating Core

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

N/A

**7a. Provide an effectiveness measure.**

The following areas of Cyber Security have been or are in the process of being addressed and developed:

- Assessment of current agency Cyber Security conditions
- Development of Cyber Security policy and procedures for all state agencies
- Agency Cyber Security training for security certification
- Migration strategy for all agencies
- Compliance feature for agencies to perform a Self-Certification Assessment
- Auditing feature for agencies to perform Self-Vulnerability Assessments
- Scorecard to be developed to determine Cyber Security success rate of all agencies

**7b. Provide an efficiency measure.**

N/A

**7c. Provide the number of clients/individuals served, if applicable.**

Cyber Security funding will serve all state agencies and it will provide a mechanism for the agencies to protect critical data and infrastructure from Cyber attacks.

**7d. Provide a customer satisfaction measure, if available.**

N/A

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Geographic Information Systems  
**Program is found in the following core budget(s):** Information Technology Services Division

**1. What does this program do?**

Computerized maps showing the location of highways, parks, utilities, natural resources, and distribution of specific populations are among the many uses of Geographic Information Systems. To maximize benefits, it is important that all geographic information use identical standards that will allow one subject matter to be overlaid with another. It is also important that the information be made available to interested parties as a state asset to be shared. As an ongoing effort, the objective is to set standards, build on the geographic information base, make the information available, and advertise its existence.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

N/A

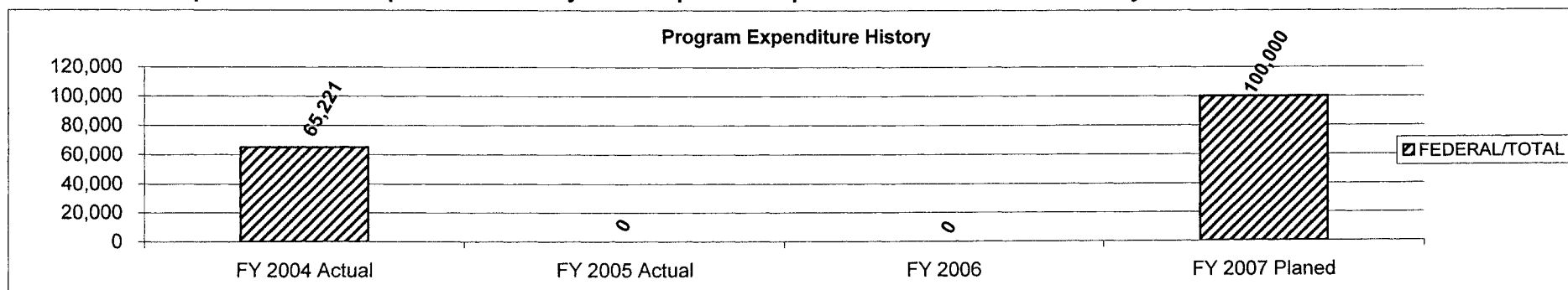
**3. Are there federal matching requirements? If yes, please explain.**

Certain federal grants require a percentage of matching funds.

**4. Is this a federally mandated program? If yes, please explain.**

N/A

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

N/A

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Geographic Information Systems
<b>Program is found in the following core budget(s):</b>	Information Technology Services Division
<b>7a. Provide an effectiveness measure.</b>	<p>The growing use of spatially referenced digital data has necessitated the development of statewide standards, such as:</p> <ul style="list-style-type: none"> <li>Metadata Standards</li> <li>Addressing Standards</li> <li>Digital Orthophotography Standards</li> </ul>
<b>7b. Provide an efficiency measure.</b>	N/A
<b>7c. Provide the number of clients/individuals served, if applicable.</b>	N/A
<b>7d. Provide a customer satisfaction measure, if available.</b>	N/A

**NEW DECISION ITEM**  
**RANK: 11 OF 24**

<b>Department of Agriculture</b>	<b>Budget Unit</b> 30615
<b>Division of Weights &amp; Measures</b>	
<b>Laptops &amp; Software</b>	<b>DI# 1300031</b>

**1. AMOUNT OF REQUEST**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	83,766	0	0	83,766
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>83,766</b>	<b>0</b>	<b>0</b>	<b>83,766</b>
<hr/>				
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	83,766	0	0	83,766
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>83,766</b>	<b>0</b>	<b>0</b>	<b>83,766</b>
<hr/>				
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: Technology	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

The implementation of laptop computers and specialized software will allow our inspectors to fully automate most of their regulatory functions from a manual paper based operation to state-of-the-art technology. This software reflects federal guidelines each state follows in performing its duties for Weights and Measures practices. The software is currently used by many other states and jurisdictions and can be updated each year to reflect changes that may occur in federal guidelines.

NEW DECISION ITEM  
RANK: 11 OF 24

Department of Agriculture Division of Weights & Measures Laptops & Software	Budget Unit <u>30615</u>  DI# 1300031																								
<b>4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)</b>																									
<p>The \$83,766.00 requested will be used to purchase 20 new laptop computers, accessories, and specialized inspection software. The software will revolutionize the way we conduct field inspections of devices and packages. This new technology will allow the Device and Commodity Inspection program to go from manual data entry to a fully electronic posting of inspection data.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">• 20 Laptop computers and accessories @ \$1,913.48 each</td> <td style="width: 20%; text-align: right;">\$38,269.60</td> </tr> <tr> <td>• WinWam™ software products</td> <td></td> </tr> <tr> <td>    o 14 Package Inspection Software @\$ 630.00 each</td> <td style="text-align: right;">\$ 8,820.00</td> </tr> <tr> <td>        □ Annual Maintenance fee</td> <td style="text-align: right;">\$ 2,205.00</td> </tr> <tr> <td>        □ 14 PC/Scale Interface cables @ \$47.25 each</td> <td style="text-align: right;">\$ 661.50</td> </tr> <tr> <td>    o 20 Device Inspection Software @ \$1,050.00 each</td> <td style="text-align: right;">\$ 21,000.00</td> </tr> <tr> <td>        □ Annual Maintenance fee</td> <td style="text-align: right;">\$ 4,200.00</td> </tr> <tr> <td>    o Central Office License</td> <td style="text-align: right;">\$ 2,100.00</td> </tr> <tr> <td>        o Annual Maintenance fee</td> <td style="text-align: right;">\$ 630.00</td> </tr> <tr> <td>    o On Site product review</td> <td style="text-align: right;">\$ 1,470.00</td> </tr> <tr> <td>    o 3 on site Train the Trainer @ \$1,470.00 each</td> <td style="text-align: right;">\$ 4,410.00</td> </tr> <tr> <td style="text-align: right; padding-top: 10px;">TOTAL</td> <td style="text-align: right; padding-top: 10px;">\$ 83,766.10</td> </tr> </table>		• 20 Laptop computers and accessories @ \$1,913.48 each	\$38,269.60	• WinWam™ software products		o 14 Package Inspection Software @\$ 630.00 each	\$ 8,820.00	□ Annual Maintenance fee	\$ 2,205.00	□ 14 PC/Scale Interface cables @ \$47.25 each	\$ 661.50	o 20 Device Inspection Software @ \$1,050.00 each	\$ 21,000.00	□ Annual Maintenance fee	\$ 4,200.00	o Central Office License	\$ 2,100.00	o Annual Maintenance fee	\$ 630.00	o On Site product review	\$ 1,470.00	o 3 on site Train the Trainer @ \$1,470.00 each	\$ 4,410.00	TOTAL	\$ 83,766.10
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NEW DECISION ITEM  
RANK: 11 OF 24

Department of Agriculture		Budget Unit 30615							
Division of Weights & Measures									
Laptops & Software		DI# 1300031							
5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.									
	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req
	GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time
Budget Object Class/Job Class	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
430 - Maintenance & Repair Services	45,497						45,497		42,662
480 - Computer Equipment	38,269						38,269		38,269
Total EE	83,766		0		0		83,766		80,931
Total PSD	0		0		0		0		0
Total TRF	0		0		0		0		0
Grand Total	83,766	0.0	0	0.0	0	0.0	83,766	0.0	80,931
	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec
	GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time
Budget Object Class/Job Class	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
430 - Maintenance & Repair Services	45,497						45,497		42,662
480 - Computer Equipment	38,269						38,269		38,269
Total EE	83,766		0		0		83,766		80,931
Total PSD	0		0		0		0		0
Total TRF	0		0		0		0		0
Total TRF	0		0		0		0		0
Grand Total	83,766	0.0	0	0.0	0	0.0	83,766	0.0	80,931

NEW DECISION ITEM  
RANK: 11 OF 24

Department of Agriculture  
Division of Weights & Measures  
Laptops & Software

Budget Unit 30615

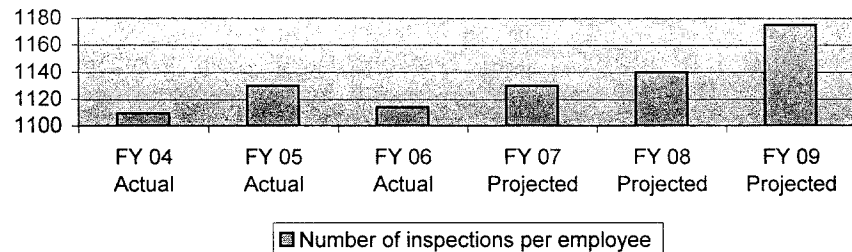
DI# 1300031

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an effectiveness measure.**

FY 08 there will be a learning curve for field staff with new equipment

**Number of inspections per small scale employee**



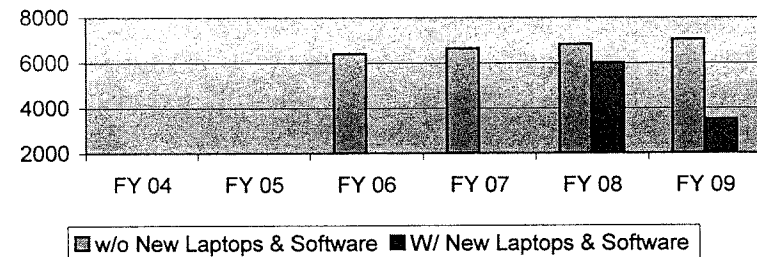
**6c. Provide the number of clients/individuals served, if applicable.**

N/A

**6b. Provide an efficiency measure.**

Associated operating costs will decrease as personnel become more familiar with the technology.

**Reduction of Associated Operating Costs**



**6d. Provide a customer satisfaction measure, if available.**

N/A

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
<b>ITSD - MDA Div. of Wts. &amp; Meas - 1300031</b>								
M&R SERVICES	0	0.00	0	0.00	45,497	0.00	45,497	0.00
COMPUTER EQUIPMENT	0	0.00	0	0.00	38,269	0.00	38,269	0.00
TOTAL - EE	0	0.00	0	0.00	83,766	0.00	83,766	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$83,766</b>	<b>0.00</b>	<b>\$83,766</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$83,766	0.00	\$83,766	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00



## NEW DECISION ITEM

RANK: 12 OF 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30615
<b>Division</b>	ITSD-DOC		
<b>DI Name</b>	Department of Corrections Network Upgrade <b>DI#</b> 1300020		

## 1. AMOUNT OF REQUEST

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	1,650,000	0	0	1,650,000
PSD	0	0	0	0
<b>Total</b>	<b>1,650,000</b>	<b>0</b>	<b>0</b>	<b>1,650,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	1,650,000	0	0	1,650,000
PSD	0	0	0	0
<b>Total</b>	<b>1,650,000</b>	<b>0</b>	<b>0</b>	<b>1,650,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. THIS REQUEST CAN BE CATEGORIZED AS:

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Supplemental
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input checked="" type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

## 3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

The current local area networks in place at most of the Department of Corrections' adult institutions and community release centers are inadequate and outdated. Many of the networks will not support personal computers limiting the department to 5250 terminal technology. In many locations the wiring is saturated preventing the installation of additional telephones or workstations. Often the department can only deploy technologies that run on 5250 terminals limiting the department's use of newer technologies. The department is not able to provide high availability for its main offender management system due to the mixture of IP-based devices and SNA-based devices. Poor response time is experienced at many institutions impairing productivity.

This request is to fund the first year of a three year project to complete wiring upgrades at 13 sites. The total cost of the project is estimated at \$4,950,000. This request is for \$1,650,000.

**NEW DECISION ITEM**

**RANK:** 12 **OF** 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30615
<b>Division</b>	ITSD-DOC		
<b>DI Name</b>	Department of Corrections Network Upgrade <b>DI#</b> 1300020		

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

This decision item will provide funds for the first year of a three year project to upgrade local area networks at the following correctional institutions: Algoa Correctional Center; Farmington Correctional Center; the Fulton Reception and Diagnostic Center; the Potosi Correctional Center; the Women's Eastern Reception, Diagnostic and Correctional Center; the Missouri Eastern Correctional Center; the Ozark Correctional Center; the Tipton Correctional Center; the Crossroads Correctional Center; the Maryville Treatment Center; the Northeast Correctional Center; the Kansas City Community Release Center; and the St. Louis Community Release Center. This decision item will provide funding to replace the networks at Algoa Correctional Center; Kansas City Community Release Center; the Fulton Reception and Diagnostic Center; and Farmington Correctional Center. At these sites the network replacements would include the installation of 75 fiber runs, 877 category 5 wire runs, 4 concentrators, and 75 switches.

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

<b>Budget Object Class/Job Class</b>	<b>Dept Req GR DOLLARS</b>	<b>Dept Req GR FTE</b>	<b>Dept Req FED DOLLARS</b>	<b>Dept Req FED FTE</b>	<b>Dept Req OTHER DOLLARS</b>	<b>Dept Req OTHER FTE</b>	<b>Dept Req TOTAL DOLLARS</b>	<b>Dept Req TOTAL FTE</b>	<b>Dept Req One-Time DOLLARS</b>
							0	0.0	
							0	0.0	
<b>Total PS</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>
Professional Services	1,650,000						1,650,000		
							0		
							0		
							0		
<b>Total EE</b>	<u>1,650,000</u>		<u>0</u>		<u>0</u>		<u>1,650,000</u>		<u>0</u>
Program Distributions							0		
<b>Total PSD</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
<b>Grand Total</b>	<u>1,650,000</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>1,650,000</u>	<u>0.0</u>	<u>0</u>

## NEW DECISION ITEM

RANK: 12 OF 24

<b>Department</b>	Office of Administration			<b>Budget Unit</b>		30615			
<b>Division</b>	ITSD-DOC								
<b>DI Name</b>	Department of Corrections Network Upgrade			<b>DI#</b> 1300020					
	<b>Gov Rec GR DOLLARS</b>	<b>Gov Rec GR FTE</b>	<b>Gov Rec FED DOLLARS</b>	<b>Gov Rec FED FTE</b>	<b>Gov Rec OTHER DOLLARS</b>	<b>Gov Rec OTHER FTE</b>	<b>Gov Rec TOTAL DOLLARS</b>	<b>Gov Rec TOTAL FTE</b>	<b>Gov Rec One-Time DOLLARS</b>
<b>Budget Object Class/Job Class</b>									
							0	0.0	
							0	0.0	
<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0	0
Professional Services	1,650,000						1,650,000		
							0		
							0		
							0		
<b>Total EE</b>	1,650,000		0		0		1,650,000		0
Program Distributions							0		
<b>Total PSD</b>	0		0		0		0		0
<b>Grand Total</b>	1,650,000	0.0	0	0.0	0	0.0	1,650,000	0.0	0

**NEW DECISION ITEM**  
**RANK:** 12 **OF** 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30615
<b>Division</b>	ITSD-DOC		
<b>DI Name</b>	Department of Corrections Network Upgrade <b>DI#</b> 1300020		

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an effectiveness measure.**  
N/A

**6b. Provide an efficiency measure.**  
N/A

**6c. Provide the number of clients/individuals served, if applicable.**  
N/A

**6d. Provide a customer satisfaction measure, if available.**  
N/A

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

N/A

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
<b>ITSD - DOC Network Upgrade - 1300020</b>								
PROFESSIONAL SERVICES	0	0.00	0	0.00	1,650,000	0.00	1,650,000	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>1,650,000</b>	<b>0.00</b>	<b>1,650,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$1,650,000</b>	<b>0.00</b>	<b>\$1,650,000</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$1,650,000	0.00	\$1,650,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

## NEW DECISION ITEM

RANK: 13 OF 24

Office of Administration	Budget Unit	30615
Information Technology Services Division		
DHSS MOHSAIC support (DCPH)	DI#	1300029

## 1. AMOUNT OF REQUEST

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	139,360	0	0	139,360
PSD	0	0	0	0
TRF	0	0	0	0
Total	139,360	0	0	139,360
FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	139,360	0	0	139,360
PSD	0	0	0	0
TRF	0	0	0	0
Total	139,360	0	0	139,360
FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. THIS REQUEST CAN BE CATEGORIZED AS:

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: <u>Ongoing system support</u>	

## 3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

Funding is needed to provide ongoing maintenance and technical support for the Missouri Health Strategic Architectures and Information Cooperative (MOHSAIC) system. Existing resources are not available to provide the system maintenance and modifications that are needed to meet changing program and system needs. For example, the Bureau of Environmental Epidemiology (BEE) is required by the Centers for Disease Control and Prevention (CDC) to provide local health agencies, healthcare providers, and case managers access to complete, accurate, and up-to-date lead exposure information using the MOHSAIC application. The current application is not set up to allow all lead test data sent from laboratories to be automatically loaded to MOHSAIC electronically, as the CDC grants and national standards will soon require. Of the 109,560 childhood blood lead tests in 2005, 48 percent (52,103) were reported to DHSS in an electronic format. In 2006, approximately 65 percent of childhood blood lead tests were reported electronically. Due to the limitations of the current application, the remaining blood lead test data is manually entered by program staff, making the application upload more susceptible to errors.

**NEW DECISION ITEM**  
**RANK: 13 OF 24**

<b>Office of Administration</b> <b>Information Technology Services Division</b> <b>DHSS MOHSAIC support (DCPH)</b>	<b>Budget Unit</b> 30615  <b>DI#</b> 1300029
<b>3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.</b>	
<p>Additional funding is needed to update the MOHSAIC application to allow all blood lead test data to be electronically transferred into the lead MOHSAIC application. Electronic laboratory reporting will free staff from data entry tasks and allow them to conduct additional quality assurance and quality control functions. Electronic laboratory reporting will decrease the number of days needed to enter blood test results into the MOHSAIC application, which will improve the response time for medical and environmental intervention. Support from ITSD staff is also needed to develop adequate reporting capabilities and to provide maintenance for the application, including daily data loads from the laboratories.</p> <p>Ongoing funding will also be used in the development of new user roles to facilitate documentation of case management activities by the Division of Medical Services (DSS) managed care providers, as required by statute. The new user roles will provide access to the case management entry screen and read only access for all other portions of the MOHSAIC application to safeguard information. Also, IT technical support is needed to develop adequate reporting capabilities in the data warehouse to provide Local Public Health Agencies, risk assessors, case managers and program staff with the information required for surveillance and program activities.</p>	
<b>4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)</b>	
<p>Funding from this request would ensure that technical support is available to troubleshoot problems and provide ongoing maintenance for MOHSAIC. DHSS staff maintain a list of prioritized fixes/enhancements for the current application. Without a dedicated funding stream to support maintenance and application enhancement efforts, requests for support may go unanswered, thereby limiting the applications efficiency and functionality.</p> <p>The initial funding would allow the Bureau of Environmental Epidemiology to fully implement electronic laboratory reporting and ensure technical support is available to troubleshoot problems and provide ongoing maintenance for the MOHSAIC lead application. As this project is completed, available resources will be shifted to other MOHSAIC application projects as well as ongoing system maintenance. This request provides funding for the equivalent of one IT consultant per year from the statewide IT consulting contract at \$69 per hour. Since these duties will require a database administrator as well as a programmer, utilizing consultants will allow for the expertise of multiple consultants to be used as needed.</p>	

NEW DECISION ITEM  
RANK: 13 OF 24

Office of Administration			Budget Unit 30615						
Information Technology Services Division									
DHSS MOHSAIC support (DCPH)			DI# 1300029						
5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.									
	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req
	GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time
Budget Object Class/Job Class	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS
							0	0.0	
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
							0		
							0		
Professional Services (400)	139,360						139,360		
Total EE	139,360		0		0		139,360		0
Program Distributions							0		
Total PSD	0		0		0		0		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	139,360	0.0	0	0.0	0	0.0	139,360	0.0	0



## NEW DECISION ITEM

RANK: 13 OF 24

Office of Administration		Budget Unit <u>30615</u>							
Information Technology Services Division									
DHSS MOHSAIC support (DCPH)		DI# 1300029							
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
							0		
							0		
							0		
Professional Services (400)	139,360						139,360		
Total EE	139,360		0		0		139,360		0
Program Distributions							0		
Total PSD	0		0		0		0		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	139,360	0.0	0	0.0	0	0.0	139,360	0.0	0

**NEW DECISION ITEM**  
**RANK: 13 OF 24**

Office of Administration	Budget Unit	30615
Information Technology Services Division		
DHSS MOHSAIC support (DCPH)	DI# 1300029	

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an effectiveness measure.**

Calendar Year	# of Reports	Avg. # of Days for Entry
2004	80,786	7
2005	88,535	10
2006 Prov.	92,090	6
2007 Proj.	102,000	3

**6b. Provide the number of clients/individuals served, if applicable.**

Calendar	System Users*
2004	27
2005	51
2006 Prov.	258
2007 Proj.	300

\* System users include: LPHA's (115), Division of Medical Services (DMS), managed care plans and DHSS staff that provide required testing, case monitoring and environmental risk assessment to residents.

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

In order to transition to an electronic laboratory reporting MOHSAIC application and provide effective ongoing maintenance for the application, DHSS will: meet regularly with ITSD staff to develop implementation plans for electronic import; document the required fields for importing test data electronically; and prioritize fixes and enhancements for MOHSAIC to meet changing program and system needs.

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
ITSD - DHSS MOHSAIC Support - 1300029								
PROFESSIONAL SERVICES	0	0.00	0	0.00	139,360	0.00	139,360	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>139,360</b>	<b>0.00</b>	<b>139,360</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$139,360</b>	<b>0.00</b>	<b>\$139,360</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$139,360	0.00	\$139,360	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

**NEW DECISION ITEM**  
**RANK:** 14 **OF** 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30615
<b>Division</b>	ITSD-DOC		
<b>DI Name</b>	Probation and Parole Wireless Mobility	<b>DI#</b>	1300021

**1. AMOUNT OF REQUEST**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	266,700	0	0	266,700
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>266,700</b>	<b>0</b>	<b>0</b>	<b>266,700</b>

FTE                      0.00              0.00              0.00              0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	266,700	0	0	266,700
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>266,700</b>	<b>0</b>	<b>0</b>	<b>266,700</b>

FTE                      0.00              0.00              0.00              0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: <u>Efficiency request.</u>	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

The Probation and Parole Officers regularly meet with offenders at sites that are not connected to the department's network. During these meetings officers are required to take hand written notes and later, when they are at a facility that is connected to the Department of Corrections' network, they enter the same information into the department's offender management information system. This is inefficient and a waste of resources. Through wireless connectivity officers would be able to update the Department of Corrections offender management system in the field where and when they meet offenders.

This request is to increase the ITSD - Corrections core appropriation for the purchase of 140 laptop computers to be shared by officers and to provide funding for wireless connectivity for those laptop computers.

**NEW DECISION ITEM**  
**RANK:** 14 **OF** 24

<b>Department</b> Office of Administration	<b>Budget Unit</b> 30615
<b>Division</b> ITSD-DOC	
<b>DI Name</b> Probation and Parole Wireless Mobility	<b>DI#</b> 1300021

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

Wireless access was calculated at \$60/month based on the current state contract rate for unlimited monthly data service. The cost of the laptops was calculated using a per item cost of \$1,245.

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0	0
Maintenance and Repair Services	100,800						100,800		
Computer Equipment	165,900						165,900		165,900
							0		
<b>Total EE</b>	266,700		0		0		266,700		165,900
Program Distributions							0		
<b>Total PSD</b>	0		0		0		0		0
Transfers									
<b>Total TRF</b>	0		0		0		0		0
<b>Grand Total</b>	266,700	0.0	0	0.0	0	0.0	266,700	0.0	165,900

NEW DECISION ITEM  
RANK: 14 OF 24

Department	Office of Administration			Budget Unit		30615			
Division	ITSD-DOC								
DI Name	Probation and Parole Wireless Mobility			DI# 1300021					
	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
Budget Object Class/Job Class									
							0	0.0	
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
							0		
Maintenance and Repair Services	100,800						100,800		
Computer Equipment	165,900						165,900		165,900
							0		
Total EE	266,700		0		0		266,700		165,900
Program Distributions							0		
Total PSD	0		0		0		0		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	266,700	0.0	0	0.0	0	0.0	266,700	0.0	165,900

## NEW DECISION ITEM

RANK: 14 OF 24

<b>Department</b>	Office of Administration		<b>Budget Unit</b>	30615
<b>Division</b>	ITSD-DOC			
<b>DI Name</b>	Probation and Parole Wireless Mobility		<b>DI#</b>	1300021
<b>6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with &amp; without additional funding.)</b>				
<b>6a.</b>	Provide an effectiveness measure. N/A		<b>6b.</b>	Provide an efficiency measure. N/A
<b>6c.</b>	Provide the number of clients/individuals served, if applicable. N/A		<b>6d.</b>	Provide a customer satisfaction measure, if available. N/A
<b>7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:</b>				
N/A				

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
<b>ITSD - P&amp;P Wireless Mobility - 1300021</b>								
M&R SERVICES	0	0.00	0	0.00	100,800	0.00	100,800	0.00
COMPUTER EQUIPMENT	0	0.00	0	0.00	165,900	0.00	165,900	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>266,700</b>	<b>0.00</b>	<b>266,700</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$266,700</b>	<b>0.00</b>	<b>\$266,700</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$266,700</b>	<b>0.00</b>	<b>\$266,700</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>



## NEW DECISION ITEM

RANK: 15 OF 24

Department of Public Safety	Budget Unit	30615
Division Missouri Veterans Commission		
DI Name Service to Veterans Training	DI#	1300033

## 1. AMOUNT OF REQUEST

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	53,880	0	0	53,880
PSD	0	0	0	0
TRF	0	0	0	0
Total	53,880	0	0	53,880

FTE	0.00	0.00	0.00	0.00
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Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	53,880	0	0	53,880
PSD	0	0	0	0
TRF	0	0	0	0
Total	53,880	0	0	53,880

FTE	0.00	0.00	0.00	0.00
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Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. THIS REQUEST CAN BE CATEGORIZED AS:

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: <u>Software for federal benefits</u>	

**NEW DECISION ITEM**

RANK: 15 OF 24

<b>Department of Public Safety</b>	<b>Budget Unit</b> <u>30615</u>
<b>Division</b> <u>Missouri Veterans Commission</u>	
<b>DI Name</b> <u>Service to Veterans Training</u>	<b>DI#</b> <u>1300033</u>

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

The Service to Veterans Program uses software to do initial and follow-up claims for veterans benefits from the Department of Veterans Affairs. Veteran interview and claim work is usually done during the same office visit.

The current system is outdated and is DOS based. The current software is not compatible with new hardware technology. The technical support from the current vendor is inadequate, and this affects the timeliness of services provided to veterans.

The current system stands alone, and the new system would be networked throughout the STV Program, allowing veteran information to be shared by all service officers. The new system would create reports and would allow better tracking of performance measures for the STV Program of claims data. The new system would also be capable of printing forms faster while veterans are waiting. The current forms are time consuming to print, and at times they do not print. This results in forms being manually completed. Frequently, this requires significantly disabled veterans to wait extended periods or return on a different day to get a minor request accomplished.

The new system is based on new technology and will be able to be tailored to fit the STV program needs. This application is compatible with new technology and will provide better customer service to our veterans. It will also have one centralized system for better backup capabilities, reporting methods, less data entry and less frustration on the part of service officers and their clients.

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

Based on estimates from a new vendor, the costs include software, upgrades, specialized report options, training and installation for a total cost of \$53,880.

**NEW DECISION ITEM**  
**RANK:** 15 **OF** 24

Department of Public Safety			Budget Unit		30615	
Division Missouri Veterans Commission						
DI Name Service to Veterans Training			DI# 1300033			
5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.						

**NEW DECISION ITEM**

RANK: 15 OF 24

Department of Public Safety			Budget Unit 30615							
Division Missouri Veterans Commission										
DI Name Service to Veterans Training			DI# 1300033							
	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec
	GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time	
Budget Object Class/Job Class	GR DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	
							0	0.0		
							0	0.0		
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0	
										0
430 M&R Services	53,880						53,880			53,880
							0			
							0			
							0			
Total EE	53,880		0		0		53,880		53,880	
Program Distributions							0			
Total PSD	0		0		0		0		0	
Transfers										
Total TRF	0		0		0		0		0	
Grand Total	53,880	0.0	0	0.0	0	0.0	53,880	0.0	53,880	

## NEW DECISION ITEM

RANK: 15 OF 24

Department of Public Safety Budget Unit 30615  
 Division Missouri Veterans Commission  
 DI Name Service to Veterans Training DI# 1300033

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)****6a. Provide an effectiveness measure.**

Each Veterans Service Officer brings into Missouri \$750,000 annually in VA benefits. Federal Department of Veterans Affairs Benefits Paid in Missouri (in millions)						
Federal FY 1999	Federal FY 2000	Federal FY 2001	Federal FY 2002	Federal FY 2003	Federal FY 2004	Federal FY 2005
\$423	\$428	\$449	\$494	\$550	\$593	\$637

**6b. Provide an efficiency measure.**

Average annual VA benefits paid to veterans not assisted by a Veterans Service Officer \$4,000  
 Average annual VA benefits paid to veterans who are assisted by a Veterans Service Officer \$10,000

**6c. Provide the number of clients/individuals served, if applicable.**

The total client list for the Veterans Service Officers is 56,954 clients.  
 Each Service Officer averages 1,600 clients.

**NEW DECISION ITEM**  
**RANK:** 15 **OF** 24

<b>Department of Public Safety</b>	<b>Budget Unit</b> <u>30615</u>
<b>Division Missouri Veterans Commission</b>	
<b>DI Name Service to Veterans Training</b>	<b>DI# 1300033</b>
<p><b>6d. Provide a customer satisfaction measure, if available.</b></p> <p>Based on survey results from supermarkets of veterans benefits held in calendar year 2004 and 2005, 99% of the veterans responding to the survey rated the services and information they received at the supermarket as being useful to them.</p>	
<b>7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:</b>	
<p>By updating to the new software, the services provided to Missouri's veterans will be improved.</p>	

**OFFICE OF ADMINISTRATION****DECISION ITEM DETAIL**

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
ITSD - Vet. Comm. Software - 1300033								
M&R SERVICES	0	0.00	0	0.00	53,880	0.00	53,880	0.00
TOTAL - EE	0	0.00	0	0.00	53,880	0.00	53,880	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$53,880</b>	<b>0.00</b>	<b>\$53,880</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$53,880	0.00	\$53,880	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

NEW DECISION ITEM  
RANK: 17 OF 24

Office of Administration	Budget Unit	30615
Information Technology Services Division		
DHSS Laboratory Information Mgmt System (SPHL)	DI#	1300022

**1. AMOUNT OF REQUEST**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	850,000	850,000
PSD	0	0	0	0
TRF	0	0	0	0
Total	0	0	850,000	850,000
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Healthcare Technology Fund (0170)

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	850,000	850,000
PSD	0	0	0	0
TRF	0	0	0	0
Total	0	0	850,000	850,000
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Healthcare Technology Fund (0170)

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: One-time purchase of a Laboratory Information Mgmt System	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

A Laboratory Information Management System (LIMS) is an electronic system to communicate laboratory public health information between entities. The State Public Health Laboratory (SPHL) conducts approximately 1.5 million tests annually. Many of these tests are required by state law (19CSR 20-20.080), state emergency response plans, and numerous federal cooperative agreements. The Missouri public health system currently relies on an antiquated laboratory database and paper system that lacks continuity, timeliness, and effectiveness. Without a LIMS, the SPHL does not have the ability to rapidly communicate laboratory testing results and data regarding infectious diseases to local, state and federal stakeholders. These stakeholders and the citizens of the state rely on this information to detect, diagnose, treat, prevent, and control diseases and other health threats. The ability to quickly disseminate this data is crucial in light of bioterrorism and the emergence of novel infectious diseases such as avian or pandemic influenza, chemical releases, or contaminated food and water. Rapid, accurate and complete communication of laboratory information is necessary to ensure the health and safety of Missouri citizens. The potential for increased revenue exists since a LIMS will facilitate Medicaid billing.



NEW DECISION ITEM  
RANK: 17 OF 24

<b>Office of Administration</b>	<b>Budget Unit</b> <u>30615</u>
<b>Information Technology Services Division</b>	
<b>DHSS Laboratory Information Mgmt System (SPHL)</b>	<b>DI#</b> <u>1300022</u>

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

This request is to provide the one-time funds necessary to purchase a LIMS so that it can be incorporated into the state's public health information system as a means to disseminate laboratory data. The requested funding was derived by initial groundwork development for a LIMS RFP by laboratory staff. This entailed considering numerous quotations from viable LIMS providers. Laboratory personnel have also served on national laboratory organization committees that were tasked with investigating LIMS feasibility and setting required standards for commercial public health LIMS. The information gathered in these processes provided the basis for the cost estimate for this request.

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0	0
Professional Services (400)					363,138		363,138		363,138
Computer Equipment (480)					486,862		486,862		486,862
<b>Total EE</b>	0		0		850,000		850,000		850,000
Program Distributions							0		
<b>Total PSD</b>	0		0		0		0		0
Transfers							0		
<b>Total TRF</b>	0		0		0		0		0
<b>Grand Total</b>	0	0.0	0	0.0	850,000	0.0	850,000	0.0	850,000

NEW DECISION ITEM  
RANK: 17 OF 24

Office of Administration		Budget Unit <u>30615</u>							
Information Technology Services Division									
DHSS Laboratory Information Mgmt System (SPHL)		DI# 1300022							
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>
							0		
							0		
Professional Services (400)					363,138		363,138		363,138
Computer Equipment (480)					486,862		486,862		486,862
<b>Total EE</b>	<u>0</u>		<u>0</u>		<u>850,000</u>		<u>850,000</u>		<u>850,000</u>
Program Distributions							0		
<b>Total PSD</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
Transfers									
<b>Total TRF</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
<b>Grand Total</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>850,000</u>	<u>0.0</u>	<u>850,000</u>	<u>0.0</u>	<u>850,000</u>

**NEW DECISION ITEM**  
**RANK: 17 OF 24**

<b>Office of Administration</b>	<b>Budget Unit 30615</b>
<b>Information Technology Services Division</b>	
<b>DHSS Laboratory Information Mgmt System (SPHL)</b>	<b>DI# 1300022</b>

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an efficiency measure.**

A new Laboratory Information Management System will:

- Decrease time of requisition for laboratory analysis by stakeholders by at least 66%.
- Decrease time of laboratory report dissemination to stakeholders by at least 75%.
- Decrease time for patient diagnosis by health care providers. (% unknown)
- Decrease time for local, state and federal emergency response. (% unknown)
- Decrease time to identify and gain control of an infectious disease outbreak. (% unknown)

**6b. Provide the number of clients/individuals served, if applicable.**

A Laboratory Information Management System will serve:

- 117 local public health agencies;
- Approximately 400 health systems; and
- Approximately 1,000 other collaborative partners.

Ultimately, every Missouri citizen will benefit and be served by the purchase and implementation of this system by receiving timely and accurate public health information.

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

The State Public Health Laboratory will assemble a LIMS steering committee to identify and assess laboratory and client needs; procure, install, and initiate implementation of a LIMS; and train laboratory staff and stakeholders in utilization of the LIMS.

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
<b>ITSD - DHSS LIMS Software - 1300022</b>								
PROFESSIONAL SERVICES	0	0.00	0	0.00	363,138	0.00	363,138	0.00
COMPUTER EQUIPMENT	0	0.00	0	0.00	486,862	0.00	486,862	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>850,000</b>	<b>0.00</b>	<b>850,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$850,000</b>	<b>0.00</b>	<b>\$850,000</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$850,000	0.00	\$850,000	0.00

**NEW DECISION ITEM**  
**RANK: 18 OF 24**

<b>Office of Administration</b>					<b>Budget Unit</b> 30615				
<b>Information Technology Services Division</b>									
DHSS Family Care Safety Registry Enhancement (DRL) <b>DI# 1300024</b>									
<b>1. AMOUNT OF REQUEST</b>									
	<b>FY 2008 Budget Request</b>					<b>FY 2008 Governor's Recommendation</b>			
	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>		<b>GR</b>	<b>Fed</b>	<b>Other</b>	<b>Total</b>
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	300,000	300,000	EE	0	0	300,000	300,000
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>300,000</b>	<b>300,000</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>300,000</b>	<b>300,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Est. Fringe</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Est. Fringe</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				
Other Funds: Healthcare Technology Fund (0170)					Other Funds: Healthcare Technology Fund (0170)				
<b>2. THIS REQUEST CAN BE CATEGORIZED AS:</b>									
<input type="checkbox"/> New Legislation		<input type="checkbox"/> New Program		<input type="checkbox"/> Fund Switch					
<input type="checkbox"/> Federal Mandate		<input type="checkbox"/> Program Expansion		<input type="checkbox"/> Cost to Continue					
<input type="checkbox"/> GR Pick-Up		<input type="checkbox"/> Space Request		<input type="checkbox"/> Equipment Replacement					
<input type="checkbox"/> Pay Plan		<input checked="" type="checkbox"/> Other: Internet Development/Database Migration							
<b>3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.</b>									
<p>In FY 2006, the Family Care Safety Registry (FCSR) experienced a 21 percent increase in new registrations and a 30 percent increase in requests for background screening information, a trend that has continued since the registry was created in 2001. The FCSR utilizes the outdated MOHSAIC application to process caregiver registrations and perform background screenings. The MOHSAIC application requires costly enhancements in order to improve system availability and response time. Rather than request additional FTE to process the increasing workload, one-time funding is requested to develop a web-based system to process registrations and background screenings more efficiently. The FCSR designed two new internet-based applications that when implemented will require less maintenance and significantly reduce the workload of existing staff. Funding is requested to expand the internet capabilities and complete the migration from MOHSAIC.</p>									

NEW DECISION ITEM  
RANK: 18 OF 24

Office of Administration Information Technology Services Division DHSS Family Care Safety Registry Enhancement (DRL)	Budget Unit <u>30615</u> DI# <u>1300024</u>
<b>4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one times and how those amounts were calculated.)</b>	
<p>The costs presented were attained through a review of the current MOHSAIC application used by the FCSR. As previously stated, some of this functionality has been made available via the internet. The FCSR project manager within ITSD analyzed the gaps between the current functionality within the MOHSAIC system and the current functionality with the internet-based system. Based on this gap analysis, hours were estimated in order to determine a cost. The cost provided here assumes the use of IT consultants from the statewide IT consulting contract. It is anticipated that current ITSD-DHSS FTE will be able to maintain the application once it has been created. However, due to the fact that the current FTE must maintain the existing system while the new system is being built, it is necessary to bring in additional resources to complete the project in a timely fashion.</p> <p>Estimated hours are:</p> <p>435 - Review of analysis and preparation of project specifications - \$69/hr = \$30,015</p> <p>3,043 - Development of application based on specifications - \$69/hr = \$209,967</p> <p>869 - Testing and modifications - \$69/hr = \$59,961</p> <p>Total of 4,347 hours at \$69/hr = \$299,943</p>	

## NEW DECISION ITEM

RANK: 18 OF 24

Office of Administration			Budget Unit 30615						
Information Technology Services Division									
DHSS Family Care Safety Registry Enhancement (DRL)			DI# 1300024						
5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.									
	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req
	GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time
Budget Object Class/Job Class	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS
							0	0.0	
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
							0		
							0		
Professional Services (400)					300,000		300,000		300,000
Total EE	0		0		300,000		300,000		300,000
Program Distributions							0		
Total PSD	0		0		0		0		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	0	0.0	0	0.0	300,000	0.0	300,000	0.0	300,000

**NEW DECISION ITEM**

RANK: 18 OF 24

<b>Office of Administration</b>		<b>Budget Unit</b> <u>30615</u>							
<b>Information Technology Services Division</b>									
<b>DHSS Family Care Safety Registry Enhancement (DRL)</b>		<b>DI# 1300024</b>							
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>
							0		
							0		
							0		
Professional Services (400)					300,000		300,000		300,000
<b>Total EE</b>	<u>0</u>		<u>0</u>		<u>300,000</u>		<u>300,000</u>		<u>300,000</u>
Program Distributions							0		
<b>Total PSD</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
Transfers									
<b>Total TRF</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
<b>Grand Total</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>300,000</u>	<u>0.0</u>	<u>300,000</u>	<u>0.0</u>	<u>300,000</u>



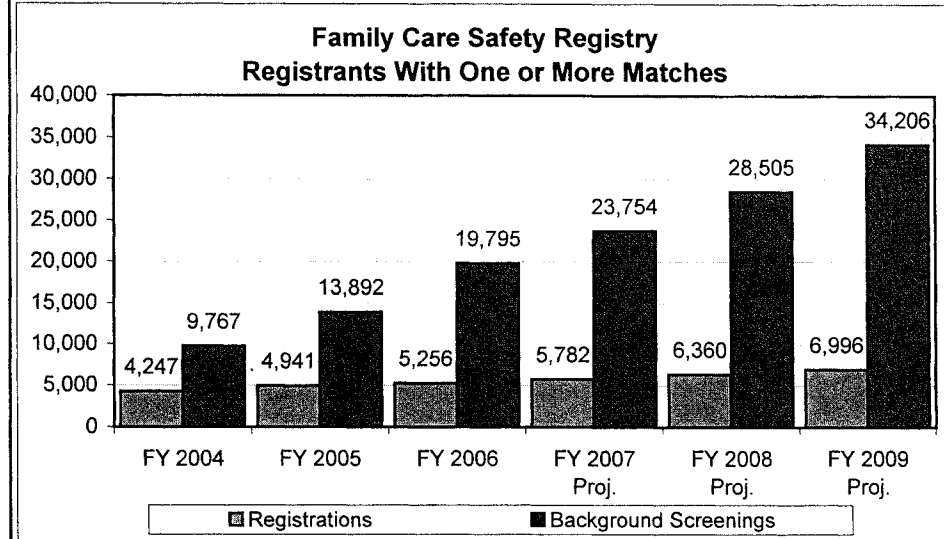
NEW DECISION ITEM  
RANK: 18 OF 24

Office of Administration  
Information Technology Services Division  
DHSS Family Care Safety Registry Enhancement (DRL) DI# 1300024

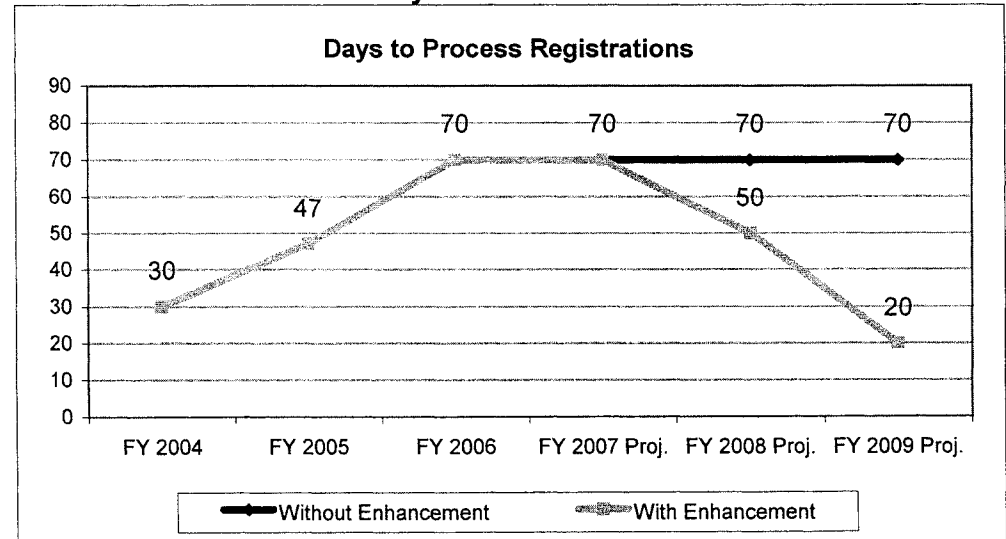
Budget Unit 30615

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

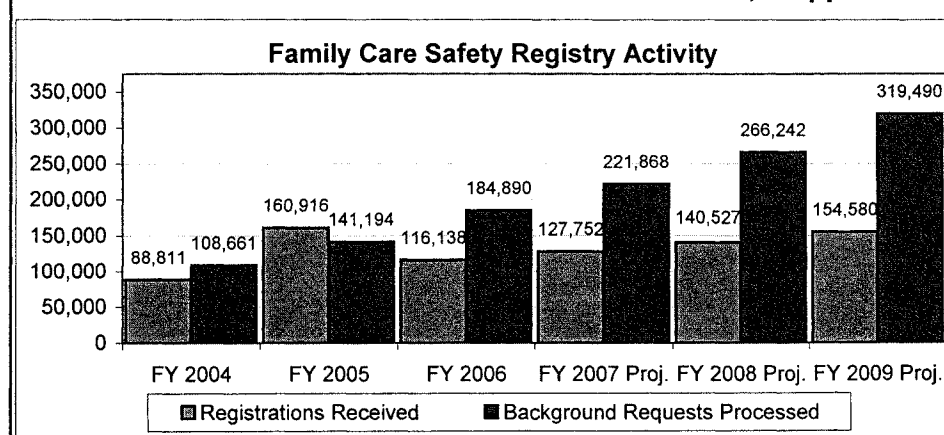
**6a. Provide an effectiveness measure.**



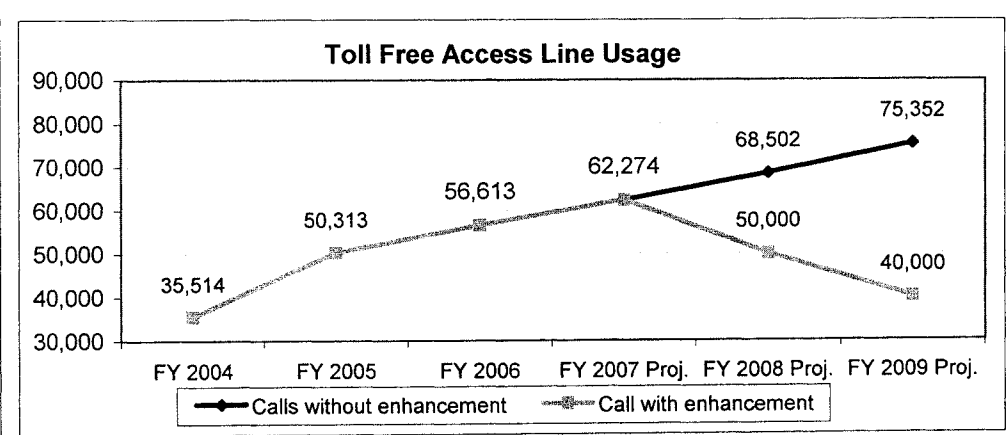
**6b. Provide an efficiency measure.**



**6c. Provide the number of clients/individuals served, if applicable.**



**6d. Provide a customer satisfaction measure, if available.**



**NEW DECISION ITEM**

**RANK:** 18 **OF** 24

<b>Office of Administration</b>	<b>Budget Unit</b> <u>30615</u>
<b>Information Technology Services Division</b>	
<b>DHSS Family Care Safety Registry Enhancement (DRL)</b>	<b>DI#</b> <u>1300024</u>

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

With the implementation of the internet-based computer system, a large portion of the workload will transfer from the FCSR staff as the workers and their employees submit the required information electronically. The resulting reduction in workload for the FCSR staff will improve response time (currently 70 working days) and eliminate the need to increase staffing expected as the number of registrations and background screenings steadily increases. In addition, the toll-free access line was created to provide a source for employers to obtain background screening information immediately, rather than wait for results to arrive by mail. The internet-based system will provide a timely alternative to placing a phone call as it will not rely on the availability of staff to respond to phone calls, reducing the number of calls received and the requirement for additional staffing as the requests for screenings steadily increase.

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
ITSD - DHSS Family Care Safety - 1300024								
PROFESSIONAL SERVICES	0	0.00	0	0.00	300,000	0.00	300,000	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>300,000</b>	<b>0.00</b>	<b>300,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$300,000</b>	<b>0.00</b>	<b>\$300,000</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$300,000	0.00	\$300,000	0.00

NEW DECISION ITEM  
RANK: 19 OF 24

Office of Administration	Budget Unit	30615
Information Technology Services Division		
DHSS Health Education Mainframe (DRL)	DI#	1300027

**1. AMOUNT OF REQUEST**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	1,000,000	1,000,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>	<b>1,000,000</b>
FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Healthcare Technology Fund (0170)

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	1,000,000	1,000,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>	<b>1,000,000</b>
FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Healthcare Technology Fund (0170)

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: Database Replacement	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

The Department of Health and Senior Services (DHSS), Health Education Unit maintains four nursing assistant registries, including: Certified Nurse Assistant (CNA), Certified Medication Technician (CMT), Level 1 Medication Aide (L1MA), and Insulin Administration (IA). Federal regulations (42 CFR 483.156) and Section 198.082, RSMo mandate DHSS to maintain these registries so that the public may verify the status of a CNA, CMT, or L1MA to determine if an individual is listed on the register or if the individual had a federal indicator of abuse, neglect, or misappropriation of funds. The registry maintains a list of Registered Nurses (RN) and Licensed Practical Nurses (LPN) who are approved by the department to be instructors, examiners, and clinical supervisors for the CNA, CMT, L1MA and IA courses.

## NEW DECISION ITEM

RANK: 19 OF 24

<b>Office of Administration</b> <b>Information Technology Services Division</b> <b>DHSS Health Education Mainframe (DRL)</b>	<b>Budget Unit</b> <u>30615</u>  <b>DI# 1300027</b>
<p>The primary mainframe currently used is over 15 years old, making the system in place very outdated and inefficient. The Health Education Unit handles a large volume of paper each day, along with a large volume of phone calls. The current system requires the data to be stored and entered into a variety of databases including the IBM mainframe, a web-server, shared and non-shared Microsoft Access databases, non-shared Excel spreadsheets and Lotus Approach databases. This process is very laborious and time consuming and has a high rate of manual error. A new system would allow single data entry, therefore increasing efficiency and allowing faster placement on the registry, making the information more accurate, timely, and easily accessible to the public. Other state agencies are already moving off of the IDMS database currently being used. Eventually, this database will be eliminated. The users of this database (nursing homes, hospitals, residential care facilities, etc.) are vulnerable to being without service to this information if plans are not developed to convert to a new mainframe supported by ITSD.</p>	
<p><b>4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)</b></p>	
<p>The cost provided assumes IT consultants from the statewide IT consulting contract will be used to build the new system. It is anticipated that current resources used by HEU will be able to maintain the application once it has been created. However, due to the fact that the current FTE must maintain the existing system while the new system is being built, it is necessary to bring in additional resources to complete the project in a timely fashion. The estimates were derived from evaluating the number of modules of code in the current mainframe system that would need to be replaced. There are 181 modules to replace. A standard assumption of 80 hours per module at \$69 per hour was then applied. <math>181 \times 80 = 14,480</math> hours at \$69/hr = \$999,120</p>	

NEW DECISION ITEM  
RANK: 19 OF 24

Office of Administration			Budget Unit 30615						
Information Technology Services Division									
DHSS Health Education Mainframe (DRL)			DI# 1300027						
5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.									
	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req
	GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time
Budget Object Class/Job Class	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS
							0	0.0	
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
							0		
							0		
Professional Services (400)					1,000,000		1,000,000		1,000,000
Total EE	0		0		1,000,000		1,000,000		1,000,000
Program Distributions							0		
Total PSD	0		0		0		0		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	0	0.0	0	0.0	1,000,000	0.0	1,000,000	0.0	1,000,000

## NEW DECISION ITEM

RANK: 19 OF 24

Office of Administration		Budget Unit <u>30615</u>							
Information Technology Services Division									
DHSS Health Education Mainframe (DRL)		DI# 1300027							
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
							0		
							0		
							0		
Professional Services (400)					1,000,000		1,000,000		1,000,000
Total EE	0		0		1,000,000		1,000,000		1,000,000
Program Distributions							0		
Total PSD	0		0		0		0		0
Transfers							0		
Total TRF	0		0		0		0		0
Grand Total	0	0.0	0	0.0	1,000,000	0.0	1,000,000	0.0	1,000,000

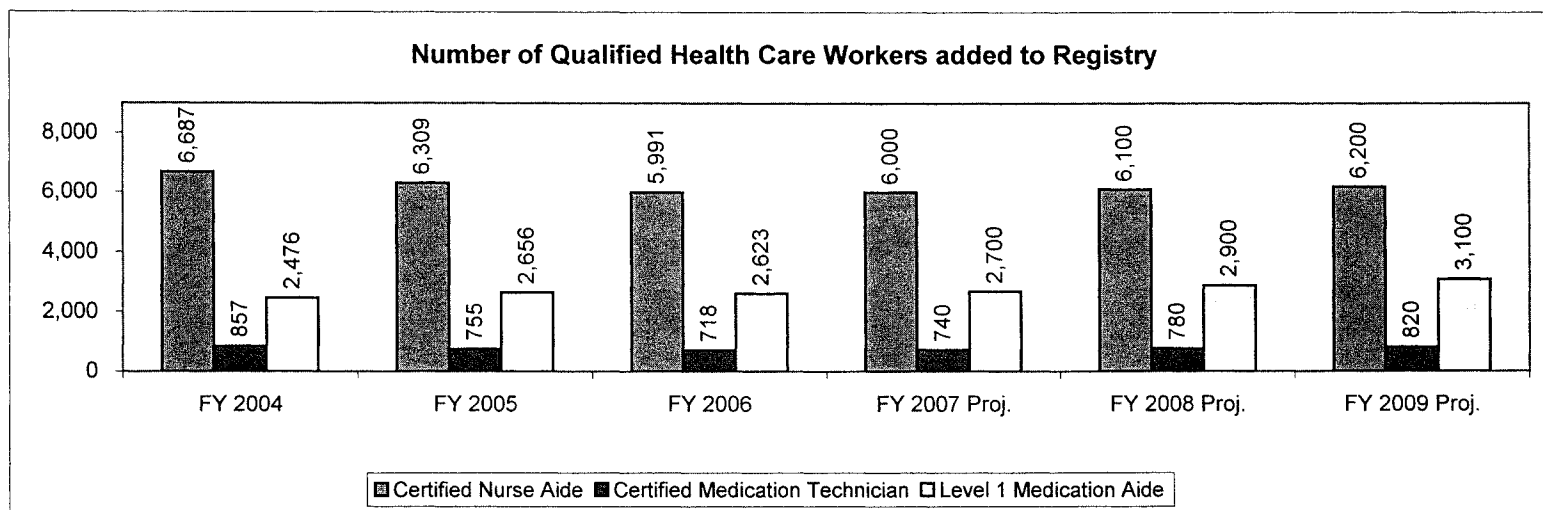
**NEW DECISION ITEM**  
**RANK: 19 OF 24**

**Office of Administration**  
**Information Technology Services Division**  
**DHSS Health Education Mainframe (DRL) DI# 1300027**

**Budget Unit 30615**

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide the number of clients/individuals served, if applicable.**





**OFFICE OF ADMINISTRATION****DECISION ITEM DETAIL**

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
ITSD - DHSS Health Ed. Mnframe - 1300027								
PROFESSIONAL SERVICES	0	0.00	0	0.00	1,000,000	0.00	1,000,000	0.00
TOTAL - EE	0	0.00	0	0.00	1,000,000	0.00	1,000,000	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$1,000,000</b>	<b>0.00</b>	<b>\$1,000,000</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$1,000,000	0.00	\$1,000,000	0.00

**NEW DECISION ITEM**

RANK: 20 OF 24

Department Office of Administration Budget Unit 30615  
 Division Information Technology Services Division  
 DI Name DHSS BNDD Registration Database (DRL) DI# 1300023

**1. AMOUNT OF REQUEST**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	230,000	230,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>230,000</b>	<b>230,000</b>

FTE 0.00 0.00 0.00 0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Healthcare Technology Fund (0170)

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	230,000	230,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>230,000</b>	<b>230,000</b>

FTE 0.00 0.00 0.00 0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Healthcare Technology Fund (0170)

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: <u>Database Development/Migration</u>	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

Section 195.030.2, RSMo, requires the Department of Health and Senior Services to register all persons who manufacture, compound, mix, cultivate, grow, or by any other process produce or prepare, distribute, dispense or prescribe any controlled substances in Missouri. The required registry is maintained by the Bureau of Narcotics and Dangerous Drugs (BNDD).

## NEW DECISION ITEM

RANK: 20 OF 24

Department Office of Administration Budget Unit 30615  
 Division Information Technology Services Division  
 DI Name DHSS BNDD Registration Database (DRL) DI# 1300023

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

The current BNDD registration database was developed as a component of the MOHSAIC system. MOHSAIC was developed to be a one-size fits all database. As such, field definitions had to be developed to satisfy multiple users, with limited focus on the specific requirements of each of the individual programs within the system. Changes made to one program's use of the data frequently corrupt the database for other users. The BNDD database has been impacted greatly through enhancements to other programs within MOHSAIC, to the point that the BNDD registration database is fragile and subject to frequent malfunctions and failure, with no backup system. Due to limitations of the initial programming of the database and integration with other programs, corrections to problems identified and improvements in functionality and efficiency of the current database cannot be supported by routine upgrades. The data contained in the database is of questionable integrity due to frequent corruption of programmed functions, such as expiration date and entries for addresses and telephone numbers. Renewal and expiration letters which are generated by the system cannot be modified or adjusted to fit the needs of the bureau. On many occasions the simple generation of registration certificates or program generated form letters include major, and often inexplicable errors, requiring intervention by program staff to correct. BNDD registrations are required by the U.S. Drug Enforcement Administration before a federal controlled substance registration will be issued. Maintenance of a correct and reliable BNDD registration database is essential to the effective enforcement of controlled substance laws by the BNDD, DEA and professional registration boards. Practitioners with inaccurate registrations may also be in violation of criminal provisions of controlled substance laws.

Legislation has been proposed extending controlled substance prescriptive authority to advanced practice nurses and physician assistants under collaborative practice. Registering these individuals would require major modifications to the current fragile database and increase the number of registrants by approximately 5,400 individuals.

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

The costs presented were attained through a review of the current MOHSAIC application used by the BNDD. The BNDD project manager within ITSD analyzed the existing functionality within the current MOHSAIC and developed an estimate of hours required to create the necessary functionality to remove the BNDD application from the MOHSAIC system. The cost provided here assumes the use of IT consultants from the statewide IT consulting contract. It is anticipated that current resources used by BNDD will be able to maintain the application once it has been created. However, due to the fact that the current FTE must maintain the existing system while the new system is being built, it is necessary to bring in additional resources to complete the project in a timely fashion. Estimated hours are:

333 - Review of analysis and preparation of project specifications - \$69/hr = \$22,977

2,333 - Development of application based on specifications - \$69/hr = \$160,977

667 - Testing and modifications based on results of testing - \$69/hr = \$46,023

Total of 3,333 hours at \$69/hr = \$229,977

**NEW DECISION ITEM**

RANK: <u>20</u> OF <u>24</u>									
<b>Department</b>	Office of Administration				<b>Budget Unit</b>	30615			
<b>Division</b>	Information Technology Services Division								
<b>DI Name</b>	DHSS BNDD Registration Database (DRL) <b>DI#</b> 1300023								
<b>5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.</b>									
Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0	0
							0		
							0		
Professional Services (400)					230,000		230,000		230,000
<b>Total EE</b>	0		0		230,000		230,000		230,000
Program Distributions							0		
<b>Total PSD</b>	0		0		0		0		0
Transfers							0		
<b>Total TRF</b>	0		0		0		0		0
<b>Grand Total</b>	0	0.0	0	0.0	230,000	0.0	230,000	0.0	230,000

## NEW DECISION ITEM

RANK: 20 OF 24									
Department	Office of Administration				Budget Unit 30615				
Division	Information Technology Services Division								
DI Name	DHSS BNDD Registration Database (DRL) DI# 1300023								
							</		

**NEW DECISION ITEM**

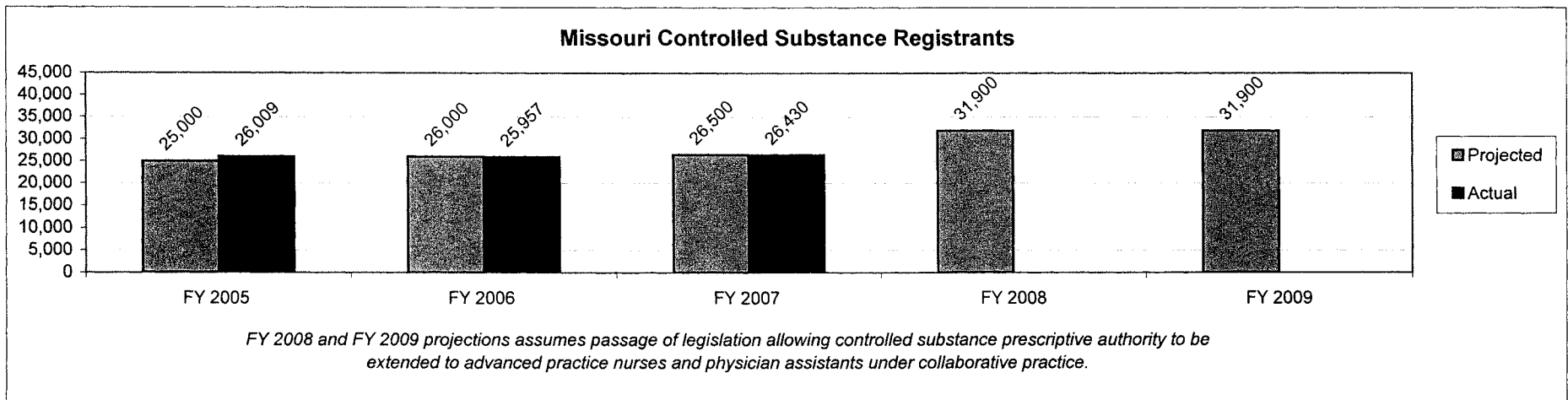
RANK: 20 OF 24

Department Office of Administration  
 Division Information Technology Services Division  
 DI Name DHSS BNDD Registration Database (DRL) DI# 1300023

Budget Unit 30615

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional**

**6a. Provide the number of clients/individuals served, if applicable.**



**OFFICE OF ADMINISTRATION****DECISION ITEM DETAIL**

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
<b>ITSD - DHSS BNDD App. Database - 1300023</b>								
PROFESSIONAL SERVICES	0	0.00	0	0.00	230,000	0.00	230,000	0.00
TOTAL - EE	0	0.00	0	0.00	230,000	0.00	230,000	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$230,000</b>	<b>0.00</b>	<b>\$230,000</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$230,000	0.00	\$230,000	0.00

**NEW DECISION ITEM**  
**RANK:** 21 **OF** 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30615
<b>Division</b>	Information Technology Services Division		
<b>DI Name</b>	DOR Network Replacement	<b>DI#</b>	1300028

**1. AMOUNT OF REQUEST**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	50,000,000	50,000,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>50,000,000</b>	<b>50,000,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: DOR Information Fund (0619)

Notes:

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	7,169,915	7,169,915
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>7,169,915</b>	<b>7,169,915</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: DOR Information Fund (0619)

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: IT system replacement	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

The department is requesting the DOR Information Fund appropriation as allowed under 32.067 RSMo to be used by the Office of Administration IT for upgrades to DOR technology for motor vehicle and driver license information. DOR is unable to upgrade systems which collect and maintain information on motor vehicle title and registration, driver license issuance and recorded infractions. The intent is to replace the 30 plus systems which are antiquated with one system to prepare the state future needs such as license plate numbers on tabs and the federal REAL ID specifications.



## NEW DECISION ITEM

RANK: 21 OF 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	<u>30615</u>
<b>Division</b>	Information Technology Services Division		
<b>DI Name</b>	DOR Network Replacement	<b>DI#</b>	1300028

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

The total cost of upgrading systems is currently unknown, to be determined by a competitive bid process through ITSD. The pending project would be a multi-year project based on the funds available from the DOR Information Fund to ITSD for equipment and vendor fees based on the awarded bid from ITSD.

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>
							0		
480 - Equipment					50,000,000		50,000,000		
<b>Total EE</b>	<u>0</u>		<u>0</u>		<u>50,000,000</u>		<u>50,000,000</u>		<u>0</u>
Program Distributions							0		
<b>Total PSD</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
Transfers									
<b>Total TRF</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
<b>Grand Total</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>50,000,000</u>	<u>0.0</u>	<u>50,000,000</u>	<u>0.0</u>	<u>0</u>

**NEW DECISION ITEM**  
**RANK:** 21 **OF** 24

Department	Office of Administration			Budget Unit		30615			
Division	Information Technology Services Division								
DI Name	DOR Network Replacement			DI# 1300028					
	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
Budget Object Class/Job Class									
							0	0.0	
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
480 - Equipment					7,169,915		7,169,915		
							0		
							0		
							0		
Total EE	0		0		7,169,915		7,169,915		0
Program Distributions							0		
Total PSD	0		0		0		0		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	0	0.0	0	0.0	7,169,915	0.0	7,169,915	0.0	0

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
ITSD - DOR System Replacement - 1300028								
COMPUTER EQUIPMENT	0	0.00	0	0.00	50,000,000	0.00	7,169,915	0.00
TOTAL - EE	0	0.00	0	0.00	50,000,000	0.00	7,169,915	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$50,000,000</b>	<b>0.00</b>	<b>\$7,169,915</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$50,000,000	0.00	\$7,169,915	0.00

**NEW DECISION ITEM**  
**RANK:** 21 **OF** 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30615
<b>Division</b>	Information Technology Services Division		
<b>DI Name</b>	Critical Tech. Infrastructure Upgrade	<b>DI#</b>	1300035

**1. AMOUNT OF REQUEST**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	1,500,000	0	0	1,500,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>1,500,000</b>	<b>0</b>	<b>0</b>	<b>1,500,000</b>
 FTE	 0.00	 0.00	 0.00	 0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	1,500,000	0	0	1,500,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>1,500,000</b>	<b>0</b>	<b>0</b>	<b>1,500,000</b>
 FTE	 0.00	 0.00	 0.00	 0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input checked="" type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

Various parts of the state government core technology infrastructure is currently operating on equipment that is no longer supported by the manufacturer, and spare parts will be difficult to obtain. In addition, various parts of the same infrastructure can not meet current security best practices for normal or disaster recovery operations. This includes equipment at the State Data Center in the Truman Building, as well as equipment located in buildings throughout the Capitol Complex (Jefferson, Broadway, Capitol). In addition, the technology currently used for voicemail and videoconferencing within ITSD is either outdated or has reached it's capacity. These conditions, along with the lack of ability to electronically manage the infrastructure assets, have created a critical core structure with many risk factors.

## NEW DECISION ITEM

RANK: 21 OF 24

<b>Department</b>	Office of Administration		<b>Budget Unit</b>	30615	
<b>Division</b>	Information Technology Services Division				
<b>DI Name</b>	Critical Tech. Infrastructure Upgrade		<b>DI#</b>	1300035	

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

ITSD has completed a detailed inventory of network, security, and telecommunications equipment located in the Capitol Complex, which in turn serves thousands of users across all agencies of state government. Based on (1) this inventory, (2) projections of current services needed, and (3) projections of new technology services to be required in the next 3 years, has led to the move to upgrade the areas considered to have the greatest risk factors.

This request is a one-time request for equipment replacement. Ongoing maintenance costs will be covered by current funding sources.

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>
Computer Equipment	1,500,000						1,500,000		1,500,000
							0		
							0		
<b>Total EE</b>	<b>1,500,000</b>		<b>0</b>		<b>0</b>		<b>1,500,000</b>		<b>1,500,000</b>
Program Distributions							0		
<b>Total PSD</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>
Transfers									
<b>Total TRF</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>
<b>Grand Total</b>	<b>1,500,000</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>1,500,000</b>	<b>0.0</b>	<b>1,500,000</b>

**NEW DECISION ITEM**  
**RANK:** 21 **OF** 24

<b>Department</b>	Office of Administration				<b>Budget Unit</b>	30615			
<b>Division</b>	Information Technology Services Division								
<b>DI Name</b>	Critical Tech. Infrastructure Upgrade				<b>DI#</b>	1300035			
	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
<b>Budget Object Class/Job Class</b>									
							0	0.0	
							0	0.0	
<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0	0
Computer Equipment	1,500,000						1,500,000		1,500,000
							0		
							0		
							0		
<b>Total EE</b>	1,500,000		0		0		1,500,000		1,500,000
Program Distributions							0		
<b>Total PSD</b>	0		0		0		0		0
Transfers									
<b>Total TRF</b>	0		0		0		0		0
<b>Grand Total</b>	1,500,000	0.0	0	0.0	0	0.0	1,500,000	0.0	1,500,000

## NEW DECISION ITEM

RANK: 21 OF 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	<u>30615</u>
<b>Division</b>	Information Technology Services Division		
<b>DI Name</b>	Critical Tech. Infrastructure Upgrade	<b>DI#</b>	1300035

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)****6a. Provide an effectiveness measure.**

Less network outages for critical enterprise applications.

Less staff time required to recover from business backlogs  
created by network outages.

**6b. Provide an efficiency measure.**

The upgrading of this structure should  
streamline the move to newer  
technologies, such as VOIP or  
wireless, as well as enabling a quicker  
deployment in disaster recovery situations.

**6c. Provide the number of clients/individuals served, if applicable.**

The core network serves all state agency use for  
applications such as SAM II, as well as agency services  
running on shared mainframe or open system structures.  
Also, Internet access to all state agencies is served by this  
structure.

**6d. Provide a customer satisfaction measure, if available.**

Less risk for security compromise on  
remote access systems  
More capability for secured remote  
connectivity.

NEW DECISION ITEM

RANK: 21 OF 24

Department	Office of Administration	Budget Unit	<u>30615</u>
Division	Information Technology Services Division		
DI Name	Critical Tech. Infrastructure Upgrade	DI#	1300035

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

We will focus on replacement of the equipment that has the greatest risk factors related to support/service and/or security. The work will be performed by state staff and/or contractors as needed. Current best practices related to network performance and reliability will be used in configuration of the new structure. Current best practices related to network security will be used in configuration of the pertinent sections of the core structure.



**OFFICE OF ADMINISTRATION****DECISION ITEM DETAIL**

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
<b>NEXT GENERATION EQUIPMENT - 1300035</b>								
COMPUTER EQUIPMENT	0	0.00	0	0.00	0	0.00	1,500,000	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>1,500,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$1,500,000</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$1,500,000</b>	<b>0.00</b>
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

**NEW DECISION ITEM**  
**RANK:** 22 **OF** 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30615
<b>Division</b>	ITSD-DOLIR		
<b>DI Name</b>	DWC Business/System Analysis	<b>DI#</b>	1300030

**1. AMOUNT OF REQUEST**

FY 2008 Budget Request					FY 2008 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	25,000,000	750,000	25,000,000	EE	0	25,000,000	0	25,000,000
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>25,000,000</b>	<b>750,000</b>	<b>25,000,000</b>	<b>Total</b>	<b>0</b>	<b>25,000,000</b>	<b>0</b>	<b>25,000,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Est. Fringe</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Est. Fringe</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.					Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.				

Other Funds: Workers' Compensation Administrative Fund

Other Funds:

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: Business System Re-Design\Development	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

The current business system in support of the operations for the Division of Workers' Compensation is nearing it's end of life cycle. Additionally, with many statutory changes the current business system does not support many of the business processes enacted as a result of such process changes relating to Workers' Compensation Reform. As technology changes have come more rapidly in recent years, business system life expectancy has become shorter. The backlog of automation needs and system maintenance has increased exponentially with system age reducing resources available for new business system development. At the same time we must continue to expand the delivery of electronic services for our customers and meet Missouri e-Government initiatives. Significant cost savings, improved efficiencies, and better resource usage are all available if the system is in place to support it.

## NEW DECISION ITEM

RANK: 22 OF 24

<b>Department</b> Office of Administration	<b>Budget Unit</b> <u>30615</u>
<b>Division</b> ITSD-DOLIR	
<b>DI Name</b> DWC Business/System Analysis	<b>DI#</b> 1300030

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

The cost/time estimates for the project are based on historical data for similar projects as conducted by ITSD-DOLIR in support of DOLIR operations. A business system re-design/development will be handled in two phases. The first phase will be to conduct a business/systems analysis, this phase will take approximately 12 to 18 months with an estimated cost of \$750,000. The second phase will be to design and develop a new business system as recommended in phase 1, this phase will take approximately 3 to 4 years with an estimated cost of 20 to 25 million dollars.

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0	0
Professional Services			25,000,000				25,000,000		750,000
							0		
							0		
<b>Total EE</b>	0		25,000,000		0		25,000,000		750,000
Program Distributions							0		
<b>Total PSD</b>	0		0		0		0		0
Transfers									
<b>Total TRF</b>	0		0		0		0		0
<b>Grand Total</b>	0	0.0	25,000,000	0.0	0	0.0	25,000,000	0.0	750,000

NEW DECISION ITEM  
RANK: 22 OF 24

Department	Office of Administration			Budget Unit		30615			
Division	ITSD-DOLIR								
DI Name	DWC Business/System Analysis			DI# 1300030					
	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
Budget Object Class/Job Class									
							0	0.0	
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
Professional Services			25,000,000				25,000,000		750,000
							0		
							0		
							0		
Total EE	0		25,000,000		0		25,000,000		750,000
Program Distributions							0		
Total PSD	0		0		0		0		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	0	0.0	25,000,000	0.0	0	0.0	25,000,000	0.0	750,000

## NEW DECISION ITEM

RANK: 22 OF 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30615
<b>Division</b>	ITSD-DOLIR		
<b>DI Name</b>	DWC Business/System Analysis	<b>DI#</b>	1300030
<b>6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with &amp; without additional funding.)</b>			
<b>6a.</b>	<b>Provide an effectiveness measure.</b> N/A	<b>6b.</b>	<b>Provide an efficiency measure.</b> N/A
<b>6c.</b>	<b>Provide the number of clients/individuals served, if applicable.</b> N/A	<b>6d.</b>	<b>Provide a customer satisfaction measure, if available.</b> N/A

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ITSD CONSOLIDATION								
ITSD - DOLIR Workers' Comp - 1300030								
PROFESSIONAL SERVICES	0	0.00	0	0.00	25,000,000	0.00	25,000,000	0.00
TOTAL - EE	0	0.00	0	0.00	25,000,000	0.00	25,000,000	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$25,000,000	0.00	\$25,000,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$25,000,000	0.00	\$25,000,000	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

**NEW DECISION ITEM**  
 RANK: 23 OF 24

<b>Office of Administration</b>	<b>Budget Unit</b> <u>30615</u>
<b>Information Technology Services Division</b>	
<b>DHSS IVR System (DRL)</b>	<b>DI#</b> <u>1300026</u>

**1. AMOUNT OF REQUEST**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	25,000	25,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Healthcare Technology Fund (0170)

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	25,000	25,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Healthcare Technology Fund (0170)

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input checked="" type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

Federal regulation, 42 CFR 483.156, requires the Department of Health and Senior Services (DHSS) to maintain a certified nurse aide registry that is accessible to meet the needs of the public and health care providers. The Integrated Voice Response (IVR) system is utilized by the public to verify information regarding certified nurse aides, certified medication technicians, level one medication aides, and insulin certified individuals. The system is antiquated, so modifications are needed. For instance, the system does not allow for the customization of automated prompts for the caller. This causes the caller to leave general information and not have a direct route or prompt to direct their questions. A new system would improve customer service by allowing DHSS to customize the prompts to guide the caller's questions more efficiently and therefore, answering the caller's questions in a more timely manner.

**NEW DECISION ITEM**

RANK: 23 OF 24

<b>Office of Administration</b> <b>Information Technology Services Division</b> <b>DHSS IVR System (DRL)</b>	<b>Budget Unit</b> <u>30615</u>  <b>DI#</b> <u>1300026</u>
<b>3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.</b>	
<p>Also, the current IVR system is under the control of the Department of Social Services (DSS). This requires DHSS to contact DSS to request any changes to the system. Because the system is maintained by another department, requested system changes are not always considered a high priority and often take very long for changes to be made. An example involves the IVR system still containing the old "Division of Aging" prompt on the system. The time delays in filling requests for needed changes add to the inefficiency of this system.</p>	
<b>4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)</b>	
<p>Multiple IVR system vendors were contacted and asked to provide a cost estimate on a new IVR system with specifications based on the current system and anticipated program needs. The amount requested in this decision item reflects the average cost provided by the vendors.</p>	



NEW DECISION ITEM  
RANK: 23 OF 24

Office of Administration			Budget Unit 30615						
Information Technology Services Division									
DHSS IVR System (DRL)			DI# 1300026						
5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.									
	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req
	GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time
Budget Object Class/Job Class	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS
							0	0.0	
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
							0		
							0		
Professional Services (400)					25,000		25,000		25,000
Total EE	0		0		25,000		25,000		25,000
Program Distributions							0		
Total PSD	0		0		0		0		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	0	0.0	0	0.0	25,000	0.0	25,000	0.0	25,000

NEW DECISION ITEM  
RANK: 23 OF 24

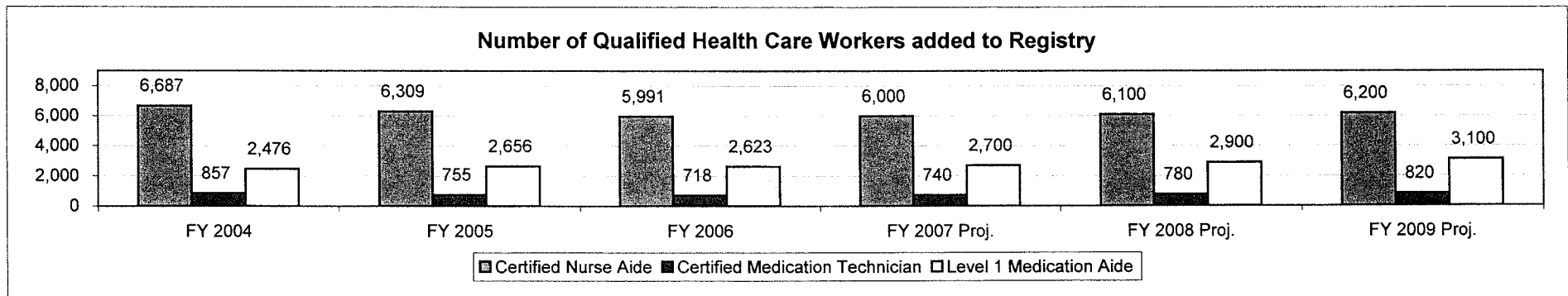
Office of Administration		Budget Unit <u>30615</u>							
Information Technology Services Division									
DHSS IVR System (DRL)		DI# 1300026							
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
							0		
							0		
							0		
Professional Services (400)					25,000		25,000		25,000
Total EE	0		0		25,000		25,000		25,000
Program Distributions							0		
Total PSD	0		0		0		0		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	0	0.0	0	0.0	25,000	0.0	25,000	0.0	25,000

**NEW DECISION ITEM**  
**RANK: 23 OF 24**

<b>Office of Administration</b>	<b>Budget Unit 30615</b>
<b>Information Technology Services Division</b>	
<b>DHSS IVR System (DRL)</b>	<b>DI# 1300026</b>

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide the number of clients/individuals served, if applicable.**



**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

The new IVR system would be maintained by DHSS. This will result in improved customer service as any changes to the system can be implemented timely so the system is communicating the correct information to the public.

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ITSD CONSOLIDATION</b>								
ITSD - DHSS Long Term Care 2 - 1300026								
PROFESSIONAL SERVICES	0	0.00	0	0.00	25,000	0.00	25,000	0.00
TOTAL - EE	0	0.00	0	0.00	25,000	0.00	25,000	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$25,000	0.00	\$25,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$25,000	0.00	\$25,000	0.00

## OFFICE OF ADMINISTRATION

## DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>INFORMATION TECH SRV DIV-OPER</b>									
<b>CORE</b>									
PERSONAL SERVICES									
GENERAL REVENUE	2,762,753	61.08	2,847,647	61.50	0	0.00	0	0.00	
OA-FEDERAL AND OTHER	0	0.00	167,899	0.50	0	0.00	0	0.00	
DNR COST ALLOCATION	0	0.00	1	0.00	0	0.00	0	0.00	
STATE FACILITY MAINT & OPERAT	78,481	1.92	81,719	2.00	0	0.00	0	0.00	
OA REVOLVING ADMINISTRATIVE TR	4,903,889	112.80	6,244,781	128.25	0	0.00	0	0.00	
TOTAL - PS	7,745,123	175.80	9,342,047	192.25	0	0.00	0	0.00	
EXPENSE & EQUIPMENT									
GENERAL REVENUE	4,024,415	0.00	4,211,435	0.00	0	0.00	0	0.00	
OA-FEDERAL AND OTHER	709,614	0.00	4,861,811	0.00	0	0.00	0	0.00	
ASSISTIVE TECHNOLOGY FEDERAL	1,665	0.00	0	0.00	0	0.00	0	0.00	
FEDERAL SURPLUS PROPERTY	6,863	0.00	12,636	0.00	0	0.00	0	0.00	
DNR COST ALLOCATION	0	0.00	1	0.00	0	0.00	0	0.00	
STATE FACILITY MAINT & OPERAT	51,879	0.00	143,987	0.00	0	0.00	0	0.00	
OA REVOLVING ADMINISTRATIVE TR	17,279,377	0.00	22,899,533	0.00	0	0.00	0	0.00	
DEAF RELAY SER & EQ DIST PRGM	1,350	0.00	0	0.00	0	0.00	0	0.00	
CHILDREN'S TRUST	1,039	0.00	1,099	0.00	0	0.00	0	0.00	
TOTAL - EE	22,076,202	0.00	32,130,502	0.00	0	0.00	0	0.00	
PROGRAM-SPECIFIC									
OA REVOLVING ADMINISTRATIVE TR	5,687	0.00	144,250	0.00	0	0.00	0	0.00	
TOTAL - PD	5,687	0.00	144,250	0.00	0	0.00	0	0.00	
<b>TOTAL</b>	<b>29,827,012</b>	<b>175.80</b>	<b>41,616,799</b>	<b>192.25</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$29,827,012</b>	<b>175.80</b>	<b>\$41,616,799</b>	<b>192.25</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30610
<b>Division</b>	Information Technology Services Division		
<b>Core</b>	ITSD Operating Core		

## 1. CORE FINANCIAL SUMMARY

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds:

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds:

## 2. CORE DESCRIPTION

The ITSD Operational Core has been reallocated to the ITSD Consolidation Core budget unit for FY 08.

## 3. PROGRAM LISTING (list programs included in this core funding)

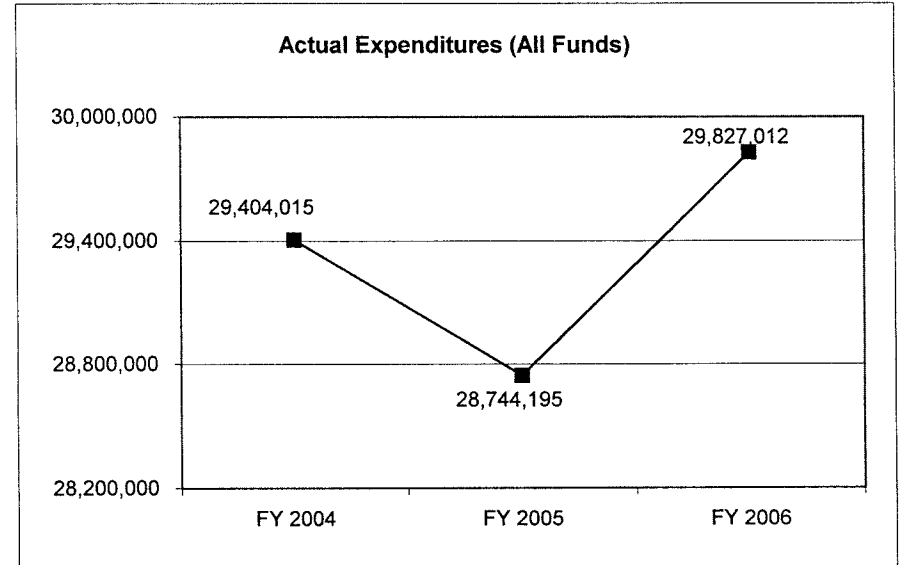
See ITSD Consolidation Operating Core

## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30610
<b>Division</b>	Information Technology Services Division		
<b>Core</b>	ITSD Operating Core		

## 4. FINANCIAL HISTORY

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)	40,346,189	40,134,736	47,867,934	41,616,799
Less Reverted (All Funds)	(201,555)	(592,310)	(210,575)	N/A
Budget Authority (All Funds)	40,144,634	39,542,426	47,657,359	N/A
Actual Expenditures (All Funds)	29,404,015	28,744,195	29,827,012	N/A
Unexpended (All Funds)	10,740,619	10,798,231	17,830,347	N/A
Unexpended, by Fund:				
General Revenue	1,104	55,171	21,441	N/A
Federal	0	0	10,898,842	N/A
Other	10,739,515	10,743,060	6,910,064	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

**CORE RECONCILIATION DETAIL**

**OFFICE OF ADMINISTRATION  
INFORMATION TECH SRV DIV-OPER**

**5. CORE RECONCILIATION DETAIL**

				<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>										
				PS	192.25	2,847,647	167,899	6,326,501	9,342,047	
				EE	0.00	4,211,435	4,861,811	23,057,256	32,130,502	
				PD	0.00	0	0	144,250	144,250	
				<b>Total</b>	<b>192.25</b>	<b>7,059,082</b>	<b>5,029,710</b>	<b>29,528,007</b>	<b>41,616,799</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>										
Core Reallocation	993 0008	PS	(128.25)		0	0	0	(6,244,781)	(6,244,781)	To consolidate ITSD internal appropriations
Core Reallocation	993 7497	PS	0.00		0	0	0	(1)	(1)	To consolidate ITSD internal appropriations
Core Reallocation	993 7494	PS	(0.30)		0	(92,618)	0	0	(92,618)	To consolidate ITSD internal appropriations
Core Reallocation	993 0164	PS	(55.00)		(2,523,220)	0	0	0	(2,523,220)	To consolidate ITSD internal appropriations
Core Reallocation	993 0617	PS	(2.00)		0	0	0	(81,719)	(81,719)	To consolidate ITSD internal appropriations
Core Reallocation	993 0627	PS	(6.50)		(324,427)	0	0	0	(324,427)	To consolidate ITSD internal appropriations
Core Reallocation	993 7499	PS	(0.20)		0	(75,281)	0	0	(75,281)	To consolidate ITSD internal appropriations
Core Reallocation	993 0642	EE	0.00		0	0	0	(80,835)	(80,835)	To consolidate ITSD internal appropriations
Core Reallocation	993 0618	EE	0.00		0	0	0	(143,987)	(143,987)	To consolidate ITSD internal appropriations
Core Reallocation	993 0168	EE	0.00		(3,858,406)	0	0	0	(3,858,406)	To consolidate ITSD internal appropriations
Core Reallocation	993 7504	EE	0.00		0	(987,598)	0	0	(987,598)	To consolidate ITSD internal appropriations
Core Reallocation	993 0640	EE	0.00		0	(4,382)	0	0	(4,382)	To consolidate ITSD internal appropriations
Core Reallocation	993 7501	EE	0.00		0	(13,500)	0	0	(13,500)	To consolidate ITSD internal appropriations
Core Reallocation	993 7498	EE	0.00		0	0	0	(1)	(1)	To consolidate ITSD internal appropriations
Core Reallocation	993 0637	EE	0.00		(353,029)	0	0	0	(353,029)	To consolidate ITSD internal appropriations



## CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION  
INFORMATION TECH SRV DIV-OPER

## 5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Core Reallocation	993 7495	EE	0.00	0	(3,856,331)	0	(3,856,331)	To consolidate ITSD internal appropriations
Core Reallocation	993 2147	EE	0.00	0	0	(22,818,698)	(22,818,698)	To consolidate ITSD internal appropriations
Core Reallocation	993 0622	EE	0.00	0	0	(1,099)	(1,099)	To consolidate ITSD internal appropriations
Core Reallocation	993 0615	EE	0.00	0	0	(12,636)	(12,636)	To consolidate ITSD internal appropriations
Core Reallocation	993 2147	PD	0.00	0	0	(144,250)	(144,250)	To consolidate ITSD internal appropriations
<b>NET DEPARTMENT CHANGES</b>			<b>(192.25)</b>	<b>(7,059,082)</b>	<b>(5,029,710)</b>	<b>(29,528,007)</b>	<b>(41,616,799)</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		PS	0.00	0	0	0	0	
		EE	0.00	0	0	0	0	
		PD	0.00	0	0	0	0	
		<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>								
		PS	0.00	0	0	0	0	
		EE	0.00	0	0	0	0	
		PD	0.00	0	0	0	0	
		<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>INFORMATION TECH SRV DIV-OPER</b>								
<b>CORE</b>								
SR OFC SUPPORT ASST (CLERICAL)	105,179	4.21	128,993	5.00	0	0.00	0	0.00
ADMIN OFFICE SUPPORT ASSISTANT	137,092	4.73	154,777	5.00	0	0.00	0	0.00
OFFICE SUPPORT ASST (KEYBRD)	22,992	1.00	34,821	1.40	0	0.00	0	0.00
SR OFC SUPPORT ASST (KEYBRD)	73,854	2.99	79,822	3.00	0	0.00	0	0.00
EDP SCHEDULER	27,756	1.00	30,632	1.00	0	0.00	0	0.00
COMPUTER OPER TRNE	57,334	2.90	0	0.00	0	0.00	0	0.00
COMPUTER OPER I	66,171	2.85	53,457	2.00	0	0.00	0	0.00
COMPUTER OPER II	166,729	6.11	281,726	9.00	0	0.00	0	0.00
COMPUTER OPER III	112,598	3.35	183,942	5.00	0	0.00	0	0.00
COMPUTER OPERATIONS SPV I	199,362	5.15	231,189	5.50	0	0.00	0	0.00
MGR OF DP OPERATIONS	54,684	1.00	56,871	1.00	0	0.00	0	0.00
COMPUTER INFO TECH TRAINEE	174,072	5.50	215,798	6.10	0	0.00	0	0.00
COMPUTER INFO TECHNOLOGIST I	175,757	5.09	243,281	6.50	0	0.00	0	0.00
COMPUTER INFO TECHNOLOGIST II	308,212	8.13	448,554	11.00	0	0.00	0	0.00
COMPUTER INFO TECHNOLOGIST III	692,713	16.74	806,668	17.00	0	0.00	0	0.00
COMPUTER INFO TECH SUPV I	45,384	1.00	47,199	1.00	0	0.00	0	0.00
COMPUTER INFO TECH SUPV II	290,329	5.00	332,566	5.25	0	0.00	0	0.00
COMPUTER INFO TECH SPEC I	1,964,996	40.27	2,150,658	41.00	0	0.00	0	0.00
COMPUTER INFO TECH SPEC II	750,158	13.42	1,179,936	17.20	0	0.00	0	0.00
COMPUTER INFO TECH SPEC III	289,574	4.59	328,770	5.00	0	0.00	0	0.00
SECT MGR DIV OF INFO SVCS	270,525	3.78	297,386	4.00	0	0.00	0	0.00
COMP INFO TECHNOLOGY MGR I	436,518	6.80	482,894	7.00	0	0.00	0	0.00
ACCOUNT CLERK II	92,149	4.00	98,987	4.00	0	0.00	0	0.00
ACCOUNTANT I	18,922	0.71	33,284	1.00	0	0.00	0	0.00
ACCOUNTANT III	40,227	1.00	85,432	2.00	0	0.00	0	0.00
ACCOUNTING ANAL III	40,060	0.73	56,871	1.00	0	0.00	0	0.00
PERSONNEL ANAL III	16,700	0.42	41,683	1.00	0	0.00	0	0.00
EXECUTIVE I	65,922	2.01	68,390	2.00	0	0.00	0	0.00
PERSONNEL CLERK	75	0.00	0	0.00	0	0.00	0	0.00
TELECOMMUN ANAL I	91,069	2.96	164,999	5.00	0	0.00	0	0.00
TELECOMMUN ANAL II	46,405	1.42	68,750	2.00	0	0.00	0	0.00
TELECOMMUN ANAL III	180,408	4.00	195,985	4.00	0	0.00	0	0.00

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>INFORMATION TECH SRV DIV-OPER</b>								
<b>CORE</b>								
TELECOMMUN ANAL IV	195,504	4.00	203,324	4.00	0	0.00	0	0.00
GEOGRAPHIC INFO SYS ANALYST	0	0.00	22,016	0.10	0	0.00	0	0.00
GEOGRAPHIC INFO SYS SPECIALIST	0	0.00	30,278	0.10	0	0.00	0	0.00
GEOGRAPHIC INFO SYS COORDINATR	0	0.00	40,324	0.10	0	0.00	0	0.00
FISCAL & ADMINISTRATIVE MGR B2	70,448	1.42	45,327	1.00	0	0.00	0	0.00
FISCAL & ADMINISTRATIVE MGR B3	29,667	0.42	74,048	1.00	0	0.00	0	0.00
OFFICE OF ADMINISTRATION MGR 1	28,742	0.58	0	0.00	0	0.00	0	0.00
OFFICE OF ADMINISTRATION MGR 2	151,100	2.71	173,534	3.00	0	0.00	0	0.00
DESIGNATED PRINCIPAL ASST DEPT	109,344	1.01	113,717	1.00	0	0.00	0	0.00
DESIGNATED PRINCIPAL ASST DIV	80,563	1.55	0	0.00	0	0.00	0	0.00
MISCELLANEOUS TECHNICAL	3,786	0.13	0	0.00	0	0.00	0	0.00
MISCELLANEOUS PROFESSIONAL	62,043	1.12	55,157	1.00	0	0.00	0	0.00
OTHER	0	0.00	1	0.00	0	0.00	0	0.00
<b>TOTAL - PS</b>	<b>7,745,123</b>	<b>175.80</b>	<b>9,342,047</b>	<b>192.25</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
TRAVEL, IN-STATE	6,195	0.00	33,395	0.00	0	0.00	0	0.00
TRAVEL, OUT-OF-STATE	33,997	0.00	55,906	0.00	0	0.00	0	0.00
FUEL & UTILITIES	2,899	0.00	0	0.00	0	0.00	0	0.00
SUPPLIES	611,468	0.00	712,130	0.00	0	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	110,515	0.00	242,272	0.00	0	0.00	0	0.00
COMMUNICATION SERV & SUPP	317,055	0.00	357,949	0.00	0	0.00	0	0.00
PROFESSIONAL SERVICES	3,724,054	0.00	7,233,448	0.00	0	0.00	0	0.00
JANITORIAL SERVICES	3,290	0.00	0	0.00	0	0.00	0	0.00
M&R SERVICES	4,431,358	0.00	6,677,842	0.00	0	0.00	0	0.00
COMPUTER EQUIPMENT	2,351,966	0.00	3,400,617	0.00	0	0.00	0	0.00
OFFICE EQUIPMENT	5,427	0.00	40,099	0.00	0	0.00	0	0.00
OTHER EQUIPMENT	2,055	0.00	80,850	0.00	0	0.00	0	0.00
PROPERTY & IMPROVEMENTS	656	0.00	250	0.00	0	0.00	0	0.00
REAL PROPERTY RENTALS & LEASES	16,670	0.00	10,000	0.00	0	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	8,969,319	0.00	11,843,119	0.00	0	0.00	0	0.00
MISCELLANEOUS EXPENSES	12,509	0.00	17,625	0.00	0	0.00	0	0.00
REBILLABLE EXPENSES	1,476,769	0.00	1,425,000	0.00	0	0.00	0	0.00
<b>TOTAL - EE</b>	<b>22,076,202</b>	<b>0.00</b>	<b>32,130,502</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
INFORMATION TECH SRV DIV-OPER								
CORE								
DEBT SERVICE	5,687	0.00	144,000	0.00	0	0.00	0	0.00
REFUNDS	0	0.00	250	0.00	0	0.00	0	0.00
TOTAL - PD	5,687	0.00	144,250	0.00	0	0.00	0	0.00
GRAND TOTAL	\$29,827,012	175.80	\$41,616,799	192.25	\$0	0.00	\$0	0.00
GENERAL REVENUE	\$6,787,168	61.08	\$7,059,082	61.50	\$0	0.00		0.00
FEDERAL FUNDS	\$711,279	0.00	\$5,029,710	0.50	\$0	0.00		0.00
OTHER FUNDS	\$22,328,565	114.72	\$29,528,007	130.25	\$0	0.00		0.00

## OFFICE OF ADMINISTRATION

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>TELECOM REVOLVING FUND</b>								
<b>CORE</b>								
EXPENSE & EQUIPMENT								
OA REVOLVING ADMINISTRATIVE TR	26,076,718	0.00	30,000,000	0.00	30,000,000	0.00	30,000,000	0.00
TOTAL - EE	26,076,718	0.00	30,000,000	0.00	30,000,000	0.00	30,000,000	0.00
PROGRAM-SPECIFIC								
OA REVOLVING ADMINISTRATIVE TR	0	0.00	5,000	0.00	5,000	0.00	5,000	0.00
TOTAL - PD	0	0.00	5,000	0.00	5,000	0.00	5,000	0.00
<b>TOTAL</b>	<b>26,076,718</b>	<b>0.00</b>	<b>30,005,000</b>	<b>0.00</b>	<b>30,005,000</b>	<b>0.00</b>	<b>30,005,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$26,076,718</b>	<b>0.00</b>	<b>\$30,005,000</b>	<b>0.00</b>	<b>\$30,005,000</b>	<b>0.00</b>	<b>\$30,005,000</b>	<b>0.00</b>

### CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30620
<b>Division</b>	Information Technology Services Division		
<b>Core</b>	Telecommunications		

#### 1. CORE FINANCIAL SUMMARY

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	30,000,000	30,000,000 E
PSD	0	0	5,000	5,000
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>30,005,000</b>	<b>30,005,000 E</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: OA Revolving Administrative Trust Fund (0505)

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	30,000,000	30,000,000 E
PSD	0	0	5,000	5,000
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>30,005,000</b>	<b>30,005,000 E</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: OA Revolving Administrative Trust Fund (0505)

#### 2. CORE DESCRIPTION

This core request pays the State's telecommunications bills and no FTE's are included in this core request. All costs are Revolving Administrative Trust Fund (RATF), and the amount requested is based upon historical actual costs and projected utilization of the State network. The expenses incurred are primarily for Budget Class 760 – Rebillable Expenses, which are paid to various telecommunication vendors who provide services for the network. These expenses are then reimbursed by agency billings through the RATF. An estimated (E) amount is needed since agency utilization of the telecommunications network will vary. Detailed costs are provided in the annual Telecommunication Cost Allocation Plan.

The Telecommunications Core Request enables the Division of Information Services to pay for Telecommunications services incurred by state agencies. Through this core request, the Division will continue to provide quality telephone and data network services to state agencies. By being able to acquire service from vendors at a quantity discounted rate, the division is able to provide excellent services at a reduced rate to state agencies. Agencies are then billed for their usage and the Revolving Administrative Trust fund is reimbursed. Telecommunication services provided through this request are critical to the day-to-day operations of all state agencies. Not funding this decision item would not allow the State to pay its phone and data line bills. State phone line rates provided through this funding are lower than what an individual business line would cost an agency if an agency procured phone service on its own.

#### 3. PROGRAM LISTING (list programs included in this core funding)

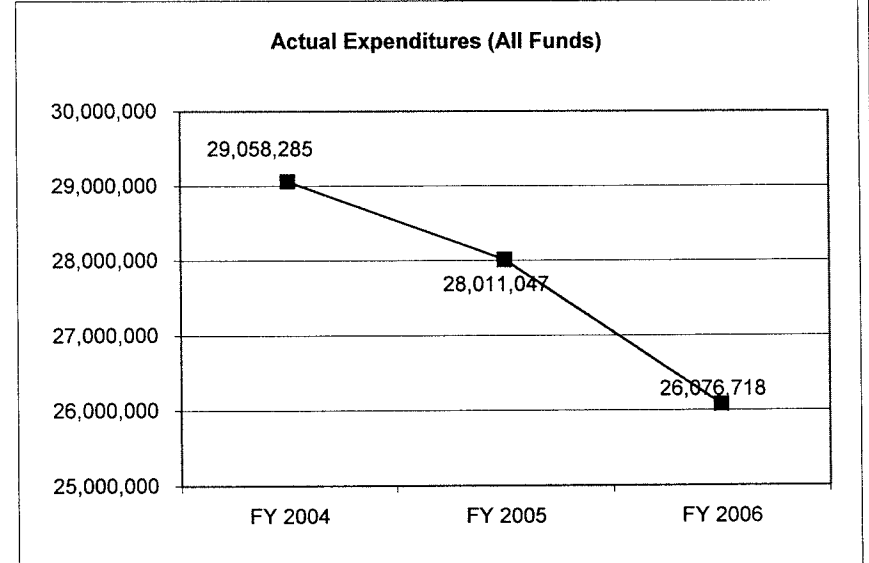
Telecommunication Services

## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30620
<b>Division</b>	Information Technology Services Division		
<b>Core</b>	Telecommunications		

## 4. FINANCIAL HISTORY

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)	36,000,000	36,000,000	36,000,000	30,005,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	36,000,000	36,000,000	36,000,000	N/A
Actual Expenditures (All Funds)	29,058,285	28,011,047	26,076,718	N/A
Unexpended (All Funds)	6,941,715	7,988,953	9,923,282	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	6,941,715	7,988,953	7,923,282	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

**CORE RECONCILIATION DETAIL**

**OFFICE OF ADMINISTRATION  
TELECOM REVOLVING FUND**

**5. CORE RECONCILIATION DETAIL**

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	EE	0.00	0	0	30,000,000	30,000,000	
	PD	0.00	0	0	5,000	5,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>30,005,000</b>	<b>30,005,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	0	30,000,000	30,000,000	
	PD	0.00	0	0	5,000	5,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>30,005,000</b>	<b>30,005,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	0	30,000,000	30,000,000	
	PD	0.00	0	0	5,000	5,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>30,005,000</b>	<b>30,005,000</b>	



## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>TELECOM REVOLVING FUND</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	0	0.00	6,000	0.00	5,000	0.00	5,000	0.00
PROFESSIONAL SERVICES	783	0.00	0	0.00	1,000	0.00	1,000	0.00
M&R SERVICES	121,875	0.00	38,755	0.00	38,755	0.00	38,755	0.00
COMPUTER EQUIPMENT	268,212	0.00	135,920	0.00	135,920	0.00	135,920	0.00
REBILLABLE EXPENSES	25,685,848	0.00	29,819,325	0.00	29,819,325	0.00	29,819,325	0.00
<b>TOTAL - EE</b>	<b>26,076,718</b>	<b>0.00</b>	<b>30,000,000</b>	<b>0.00</b>	<b>30,000,000</b>	<b>0.00</b>	<b>30,000,000</b>	<b>0.00</b>
REFUNDS	0	0.00	5,000	0.00	5,000	0.00	5,000	0.00
<b>TOTAL - PD</b>	<b>0</b>	<b>0.00</b>	<b>5,000</b>	<b>0.00</b>	<b>5,000</b>	<b>0.00</b>	<b>5,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$26,076,718</b>	<b>0.00</b>	<b>\$30,005,000</b>	<b>0.00</b>	<b>\$30,005,000</b>	<b>0.00</b>	<b>\$30,005,000</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$26,076,718</b>	<b>0.00</b>	<b>\$30,005,000</b>	<b>0.00</b>	<b>\$30,005,000</b>	<b>0.00</b>	<b>\$30,005,000</b>	<b>0.00</b>

## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Telecommunications Services

**PROGRAM IS FOUND IN THE FOLLOWING CORE BUDGETS:** Information Technology Services Division Telecommunications

### 1. What does this program do? Provide Telecommunication Services to State Agencies

Telecommunications services are provided to all state agencies, and some of the colleges and universities. Services include local phone service, long distance, data circuits, voice mail, dial-up Internet service, toll free (800) lines, and other telecommunication services. Services are acquired from Telecommunication vendors through competitive bidding at quantity discounted rates. By centralization of this bidding process, the State is able to acquire services at reduced rates that would not otherwise be available to individual state agencies. Agencies are then billed by the Information Technology Services Division at rates developed annually through a Cost Allocation Plan. Agency payments are collected into the OA Revolving Administrative Trust Fund. Payments for the vendor provided services are then paid from the same fund in a consolidated manner for all state agencies.

The program exists to provide quality telephone and data network services at reduced rates. Rates are lower than what agencies could obtain individually.

The FY07 Telecommunications Cost Allocation Plan has 29 FTE's budgeted with a total operating budget of \$26,865,452.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Authority for operating the Telecommunications section, and the related Revolving Fund billing and administration is in Chapter 37 of the State statutes.

### 3. Are there federal matching requirements? If yes, please explain.

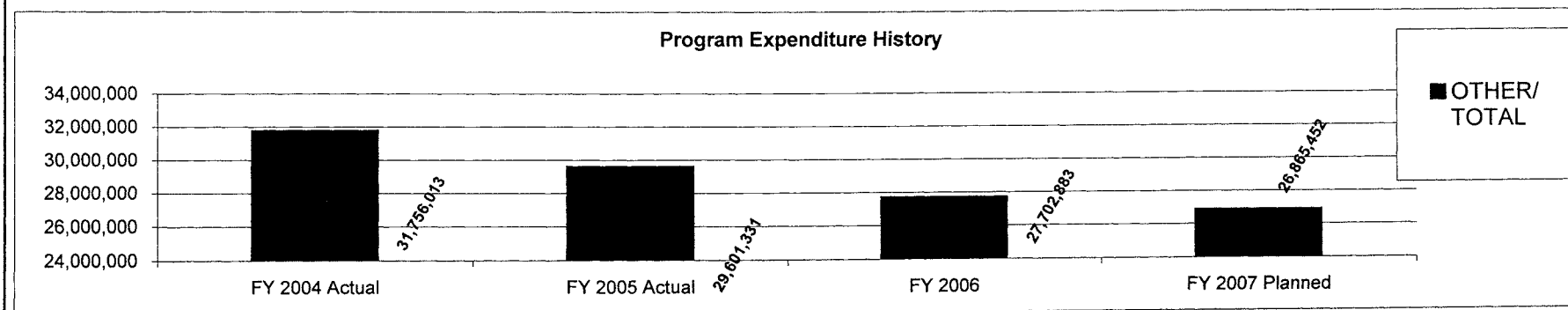
No.

### 4. Is this a federally mandated program? If yes, please explain.

No.

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.

The prior year amounts include Fringe Benefit and Other Transfers from the Revolving Fund. The FY 2007 Planned Expenditures is the FY07 Cost Allocation Plan expenditure amount including transfers for Fringes and Other Transfers. The actual expense will depend upon the rate of agency utilization in FY07. Historically, expenditures have been less than projected in prior years.



## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Telecommunications Services

**PROGRAM IS FOUND IN THE FOLLOWING CORE BUDGETS:** Information Technology Services Division Telecommunications

### 6. What are the sources of the "Other" funds?

OA Revolving Administrative Trust Fund. The operations of the Telecommunications program are appropriated from this fund.

### 7a. Provide an effectiveness measure.

Various Telecom billing rates are used to gauge the **cost effectiveness** of the program. A goal of having billing rates to agencies equal to or lower than the year prior is targeted annually. Variances to this goal may be the result of unusual fluctuation in usage or the pricing in a category in a given year. The FY 2005 pricing was hampered due to the SB 675 fund sweep whereby money from the Revolving Fund were transferred to General Revenue. Since Telecommunications bills agencies for its services, the rate structure is a tangible measure of cost effectiveness, and efforts are made continually to reduce the cost per unit cost.

Cost Category	FY02 Rate	FY05 Rate	FY06 Rates	FY07 Rate	% Change Since FY02
Centrex or ABC Access (Local Phone Service in JC)	\$17.33	\$18.36	\$16.88	\$16.36	-6%
Long Distance Rate	\$0.0651	\$0.0569	\$0.0569	\$0.0569	-13%
Plexar Access (Local Business Line in St. Louis or KC)	\$13.68	\$12.19	\$12.22	\$12.13	-11%
Voice Mail	\$4.00	\$4.00	\$3.75	\$3.25	-19%

**Projected rates for FY08 would be similar to FY07. That is a challenging goal since costs from providers are leveling and starting to increase again.** The billing rates to agencies help validate and measure the cost effectiveness of the Telecommunications program. The State saves significant dollars by leveraging statewide volumes and centralizing the procurement and administration of these services. A review of ITSD's cost allocation plans is being conducted in FY 2007, which may result in changes to various plan rates.

### 7b. Provide an efficiency measure.

A survey was done in July, 2004, which compared the State telecommunications billing rate to what the normal rate for a business might be. These are the types of rates agencies of the State might pay if they attempted to contract individually with Telecommunication vendors.

Comparison of Rates Billed to Agencies in FY07 to what agencies would have to pay at Regular Business Rates.

Type of Services	State Rate	Regular Business
Local Business Line in J.C.	\$16.88*	\$23.29
Local Business Line in K.C.	\$12.22*	\$37.66
Local Business Line in St. Louis	\$12.22*	\$41.75
Local Business Line in Springfield	\$12.22*	\$33.59

\* The State's billing rates include features such as Call Forwarding, 3 party calls, transfer of calls.

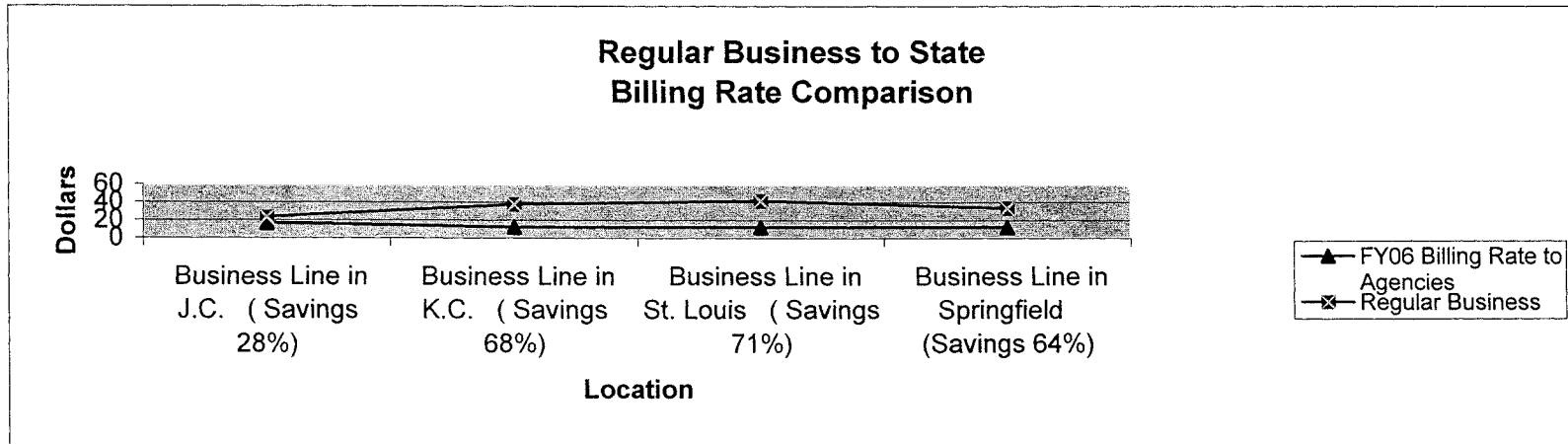
The Regular Business rate does not include these features, which would be a significant addition

## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Telecommunications Services

**PROGRAM IS FOUND IN THE FOLLOWING CORE BUDGETS:** Information Technology Services Division Telecommunications



### **Other Efficiency Notes (measures) regarding the Telecommunications Program that are difficult to Quantify**

#### **A. Savings to Agencies Paying 1 Consolidated Telecommunications Invoice**

Agencies receive 1 consolidated invoice and do not have to pay but 1 monthly amount to ITSD as opposed to an invoice for each type of service to multiple vendors. Statewide, that is a considerable savings in invoice processing for state agencies since several vendors provide services to state agencies and there are over 800 state entities that receive billings from ITSD each month. Because of our new billing system, the number of invoices per month was reduced from 1,600 to 800, also saving agency staff time.

#### **B. State Operator Services**

The State Operator services are funded through this program. State Operators process hundreds of information calls from the public and state employees every day providing a "live" answering service to many citizens needing help in order to find answers to their questions. The operators also establish conference calls for state agencies and legislators saving travel expense and employee time.

#### **7c. Provide the number of clients/individuals served, if applicable.**

All State agencies are served by the Telecommunications program. On a regular monthly basis, nearly 800 monthly Telecom billings are distributed to State entities. The 800 monthly billings incorporate about 50,000 lines being billed each month. Most State employees have telephone lines or use data circuits serviced by this program.

#### **7d. Provide a customer satisfaction measure, if available.**

The SETAC (State Executive Telecommunication Advisory Committee) committee works with OA/ITSD on Telecommunication policies, the review of the Cost Allocation Plan and bids for services. The COMCOR committee, comprised of agency communication coordinators, provides input on services provided, vendor issues and for communication of Telecommunication procedures and policies.



# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>PERSONNEL - OPERATING</b>								
<b>CORE</b>								
PERSONAL SERVICES								
GENERAL REVENUE	2,257,758	61.64	2,235,675	56.97	2,235,675	56.97	2,235,675	56.97
OA REVOLVING ADMINISTRATIVE TR	23,464	1.00	64,846	2.00	64,846	2.00	64,846	2.00
TOTAL - PS	2,281,222	62.64	2,300,521	58.97	2,300,521	58.97	2,300,521	58.97
EXPENSE & EQUIPMENT								
GENERAL REVENUE	197,350	0.00	91,163	0.00	91,163	0.00	91,163	0.00
OA REVOLVING ADMINISTRATIVE TR	118,812	0.00	315,716	0.00	315,716	0.00	315,716	0.00
TOTAL - EE	316,162	0.00	406,879	0.00	406,879	0.00	406,879	0.00
<b>TOTAL</b>	<b>2,597,384</b>	<b>62.64</b>	<b>2,707,400</b>	<b>58.97</b>	<b>2,707,400</b>	<b>58.97</b>	<b>2,707,400</b>	<b>58.97</b>
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	0	0.00	0	0.00	67,070	0.00
OA REVOLVING ADMINISTRATIVE TR	0	0.00	0	0.00	0	0.00	1,945	0.00
TOTAL - PS	0	0.00	0	0.00	0	0.00	69,015	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>69,015</b>	<b>0.00</b>
<b>PAB Appeals - 1300012</b>								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	0	0.00	100,596	2.50	100,596	2.50
TOTAL - PS	0	0.00	0	0.00	100,596	2.50	100,596	2.50
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	0	0.00	5,000	0.00	5,000	0.00
TOTAL - EE	0	0.00	0	0.00	5,000	0.00	5,000	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>105,596</b>	<b>2.50</b>	<b>105,596</b>	<b>2.50</b>
<b>Support Staff Reclassification - 1300010</b>								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	0	0.00	35,406	0.00	35,406	0.00
TOTAL - PS	0	0.00	0	0.00	35,406	0.00	35,406	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>35,406</b>	<b>0.00</b>	<b>35,406</b>	<b>0.00</b>

## OFFICE OF ADMINISTRATION

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>PERSONNEL - OPERATING</b>								
Examination Development - 1300013								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	0	0.00	33,888	1.00	33,888	1.00
TOTAL - PS	0	0.00	0	0.00	33,888	1.00	33,888	1.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	0	0.00	149,500	0.00	149,500	0.00
TOTAL - EE	0	0.00	0	0.00	149,500	0.00	149,500	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>183,388</b>	<b>1.00</b>	<b>183,388</b>	<b>1.00</b>
<b>GRAND TOTAL</b>	<b>\$2,597,384</b>	<b>62.64</b>	<b>\$2,707,400</b>	<b>58.97</b>	<b>\$3,031,790</b>	<b>62.47</b>	<b>\$3,100,805</b>	<b>62.47</b>

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30809
<b>Division</b>	Personnel		
<b>Core</b>	Operating		

## 1. CORE FINANCIAL SUMMARY

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	2,235,675	0	64,846	2,300,521
EE	91,163	0	315,716	406,879
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>2,326,838</b>	<b>0</b>	<b>380,562</b>	<b>2,707,400</b>
<b>FTE</b>	<b>56.97</b>	<b>0.00</b>	<b>2.00</b>	<b>58.97</b>

<b>Est. Fringe</b>	1,094,586	0	31,749	1,126,335
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: OA Revolving Administrative Trust Fund (0505)

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	2,235,675	0	64,846	2,300,521
EE	91,163	0	315,716	406,879
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>2,326,838</b>	<b>0</b>	<b>380,562</b>	<b>2,707,400</b>
<b>FTE</b>	<b>56.97</b>	<b>0.00</b>	<b>2.00</b>	<b>58.97</b>

<b>Est. Fringe</b>	1,094,586	0	31,749	1,126,335
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: OA Revolving Administrative Trust Fund (0505)

## 2. CORE DESCRIPTION

The Division of Personnel assists all branches of state government by providing an effective and efficient statewide human resource management function and guidance in several areas:

- The Employee Services Section is responsible for developing and administering position classifications for agencies covered by the Uniform Classification and Pay (UCP) System; for ensuring employees are assigned to appropriate job classes and that new job classes are assigned to the appropriate pay range; for reviewing applications for employment within the Merit System; and for developing, updating and administering Merit System examinations.
- The Pay, Leave and Reporting Section provides information on the UCP System pay plan; interprets policies on pay, leave and hours of work; provides assistance with the SAM II HR/Payroll System; maintains lists (registers) of people from whom agencies can select for Merit System jobs; ensures personnel transactions are in compliance with State Personnel Law; coordinates labor relations activities in individual state agencies including participation in negotiations with employee-elected unions and approval of agreements relating to uniform wages, benefits and those aspects of employment that have a fiscal impact on the State; develops and delivers statewide supervisory training and management programs; and provides administration of statewide employee recognition programs.
- Along with the Division of Personnel, the Personnel Advisory Board is responsible for the operation of the Missouri Merit System, the UCP System and other HR management functions established by the State Personnel Law (Chapter 36 RSMo). The Director of the Division of Personnel and other division employees act as staff to the Board in its oversight and policy making responsibilities. In addition, the Board has its own staff of two full-time employees and two part-time employees who work directly for the Board and are not Division employees. Their responsibilities are primarily in the area of appeals and disciplinary actions (dismissals, demotions, and suspensions) which are heard by the Board.



## CORE DECISION ITEM

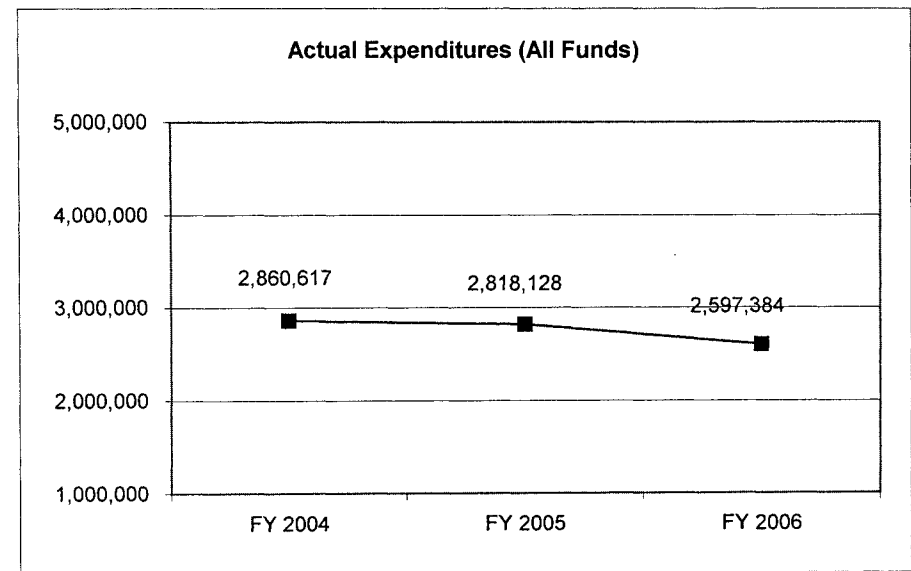
<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30809
<b>Division</b>	Personnel		
<b>Core</b>	Operating		

**3. PROGRAM LISTING (list programs included in this core funding)**

Employee Services  
Pay, Leave and Reporting  
Personnel Advisory Board

**4. FINANCIAL HISTORY**

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)	3,265,813	3,152,769	2,915,841	2,707,400
Less Reverted (All Funds)	(86,576)	(108,112)	(76,102)	N/A
Budget Authority (All Funds)	3,179,237	3,044,657	2,839,739	N/A
Actual Expenditures (All Funds)	2,860,617	2,818,128	2,597,384	N/A
Unexpended (All Funds)	318,620	226,529	242,355	N/A
Unexpended, by Fund:				
General Revenue	30,227	79	5,529	N/A
Federal	0	0	0	N/A
Other	288,393	226,450	236,826	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

**CORE RECONCILIATION DETAIL**

**OFFICE OF ADMINISTRATION  
PERSONNEL - OPERATING**

**5. CORE RECONCILIATION DETAIL**

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	PS	58.97	2,235,675	0	64,846	2,300,521	
	EE	0.00	91,163	0	315,716	406,879	
	<b>Total</b>	<b>58.97</b>	<b>2,326,838</b>	<b>0</b>	<b>380,562</b>	<b>2,707,400</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	PS	58.97	2,235,675	0	64,846	2,300,521	
	EE	0.00	91,163	0	315,716	406,879	
	<b>Total</b>	<b>58.97</b>	<b>2,326,838</b>	<b>0</b>	<b>380,562</b>	<b>2,707,400</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PS	58.97	2,235,675	0	64,846	2,300,521	
	EE	0.00	91,163	0	315,716	406,879	
	<b>Total</b>	<b>58.97</b>	<b>2,326,838</b>	<b>0</b>	<b>380,562</b>	<b>2,707,400</b>	

## FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 30809	<b>DEPARTMENT:</b> Office of Administration
<b>BUDGET UNIT NAME:</b> Personnel - Operating	<b>DIVISION:</b> Personnel

**1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.**

### DEPARTMENT REQUEST

<u>Section</u>	<u>PS or E&amp;E</u>	<u>Core</u>	<u>% Flex Requested</u>	<u>Flex Request Amount</u>
Operations - 0101	PS	\$2,235,675	20%	\$447,135
	E&E	<u>\$91,163</u>	<u>20%</u>	<u>\$18,233</u>
<i>Total Request</i>		\$2,326,838	20%	\$465,368

This flexibility will allow the division to pay for unforeseen expense and equipment expenditures, particularly at the end of the fiscal year. Core cuts in our expense and equipment budget in previous years have left no flexibility to cover unexpected expenses. Funding source is all general revenue.

**2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.**

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
\$30,000	Unknown	Unknown

**3. Please explain how flexibility was used in the prior and/or current years.**

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
Flexed from PS to E&E to replace outdated equipment, purchase general office supplies, pay postage and phone bill.	Unknown

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>PERSONNEL - OPERATING</b>								
<b>CORE</b>								
SR OFC SUPPORT ASST (CLERICAL)	18,202	0.79	23,912	1.00	0	0.00	0	0.00
OFFICE SUPPORT ASST (KEYBRD)	108,588	4.93	115,045	5.00	103,452	4.50	103,452	4.50
SR OFC SUPPORT ASST (KEYBRD)	309,856	12.78	323,771	12.00	339,174	13.50	339,174	13.50
PERSONNEL ANAL I	10,967	0.38	0	0.00	0	0.00	0	0.00
PERSONNEL ANAL II	322,077	9.45	369,757	9.00	322,077	8.00	322,077	8.00
PERSONNEL ANAL III	428,458	9.76	477,660	10.00	494,844	10.00	494,844	10.00
PERSONNEL ANAL IV	169,220	3.24	160,588	3.00	214,956	4.00	214,956	4.00
RESEARCH ANAL IV	43,584	1.00	45,327	1.00	45,324	1.00	45,324	1.00
TRAINING TECH II	38,059	1.00	77,156	2.00	40,534	1.00	40,534	1.00
TRAINING TECH III	38,785	1.00	40,860	1.00	80,933	2.00	80,933	2.00
EXECUTIVE I	7,453	0.21	37,203	1.00	0	0.00	0	0.00
EXECUTIVE II	31,103	0.79	0	0.00	40,860	1.00	40,860	1.00
UNIT SPV MERIT SYSTEM	72,900	2.00	75,816	2.00	75,816	2.00	75,816	2.00
PERSONNEL CLERK	135,653	4.94	118,360	4.00	117,656	4.00	117,656	4.00
HUMAN RESOURCES MGR B3	210,716	3.26	143,028	2.00	143,057	2.00	143,057	2.00
DIVISION DIRECTOR	91,522	1.09	89,819	1.00	85,675	1.00	85,675	1.00
HEARINGS OFFICER	106,849	1.48	53,248	1.00	53,248	1.00	53,248	1.00
CHIEF HEARINGS OFFICER	58,398	1.00	61,620	1.00	60,636	1.00	60,636	1.00
BOARD MEMBER	16,915	0.09	16,825	0.75	16,578	0.75	16,578	0.75
BOARD CHAIRMAN	4,162	0.02	5,609	0.25	5,526	0.25	5,526	0.25
MISCELLANEOUS PROFESSIONAL	120	0.00	0	0.00	0	0.00	0	0.00
PRINCIPAL ASST BOARD/COMMISSON	31,950	1.00	34,052	1.00	33,175	1.00	33,175	1.00
EXAMINATION MONITOR	25,685	2.43	30,865	0.97	27,000	0.97	27,000	0.97
<b>TOTAL - PS</b>	<b>2,281,222</b>	<b>62.64</b>	<b>2,300,521</b>	<b>58.97</b>	<b>2,300,521</b>	<b>58.97</b>	<b>2,300,521</b>	<b>58.97</b>
TRAVEL, IN-STATE	23,771	0.00	10,600	0.00	10,600	0.00	10,600	0.00
TRAVEL, OUT-OF-STATE	442	0.00	6,000	0.00	6,000	0.00	6,000	0.00
SUPPLIES	75,599	0.00	108,464	0.00	98,763	0.00	98,763	0.00
PROFESSIONAL DEVELOPMENT	13,458	0.00	22,765	0.00	23,100	0.00	23,100	0.00
COMMUNICATION SERV & SUPP	24,675	0.00	23,742	0.00	26,956	0.00	26,956	0.00
PROFESSIONAL SERVICES	85,954	0.00	205,760	0.00	217,760	0.00	217,760	0.00
M&R SERVICES	5,224	0.00	6,994	0.00	7,200	0.00	7,200	0.00
COMPUTER EQUIPMENT	4,000	0.00	0	0.00	0	0.00	0	0.00

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>PERSONNEL - OPERATING</b>								
<b>CORE</b>								
OFFICE EQUIPMENT	12,741	0.00	6,300	0.00	6,300	0.00	6,300	0.00
OTHER EQUIPMENT	5,393	0.00	0	0.00	0	0.00	0	0.00
REAL PROPERTY RENTALS & LEASES	14,554	0.00	10,000	0.00	4,500	0.00	4,500	0.00
EQUIPMENT RENTALS & LEASES	2,409	0.00	1,000	0.00	1,000	0.00	1,000	0.00
MISCELLANEOUS EXPENSES	6,814	0.00	5,254	0.00	4,700	0.00	4,700	0.00
REBILLABLE EXPENSES	41,128	0.00	0	0.00	0	0.00	0	0.00
<b>TOTAL - EE</b>	<b>316,162</b>	<b>0.00</b>	<b>406,879</b>	<b>0.00</b>	<b>406,879</b>	<b>0.00</b>	<b>406,879</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$2,597,384</b>	<b>62.64</b>	<b>\$2,707,400</b>	<b>58.97</b>	<b>\$2,707,400</b>	<b>58.97</b>	<b>\$2,707,400</b>	<b>58.97</b>
<b>GENERAL REVENUE</b>	<b>\$2,455,108</b>	<b>61.64</b>	<b>\$2,326,838</b>	<b>56.97</b>	<b>\$2,326,838</b>	<b>56.97</b>	<b>\$2,326,838</b>	<b>56.97</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$142,276</b>	<b>1.00</b>	<b>\$380,562</b>	<b>2.00</b>	<b>\$380,562</b>	<b>2.00</b>	<b>\$380,562</b>	<b>2.00</b>

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Employee Services
<b>Program is found in the following core budget(s):</b>	Personnel Operating

### 1. What does this program do?

The Employee Services Section's main responsibilities are administering the employment application process for positions with the Missouri Merit System and job classification functions for those agencies covered by the Uniform Classification and Pay (UCP) System. The Merit System application process continues the transition from an analyst-based, paper application process to one which allows applicants to complete the process on-line, including examination scheduling and completion of ratings of education and experience. The Electronic Application System (EASe) provides greater applicant convenience and reduced timeframes, thereby providing faster response for both agencies and applicants. A goal is to place most, if not all, job classes on EASe. Additionally, we partner with agencies to manage the overall recruitment for merit system classes and assess opportunities to utilize additional on-line recruitment services. Staff of the Employee Services Section also develop and maintain job classifications and evaluate new and existing positions in support of the UCP System. Classification determinations strive to assure that jobs are appropriately classified and compensated within and among UCP agencies; equal pay for equal work; and consistent application of class concepts among UCP agencies. Staff and agencies work together to identify new or evolving positions and classes; establish ways to evaluate positions; and identify classifications which can be established through streamlined procedures.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapter 36 RSMo - State Personnel Law

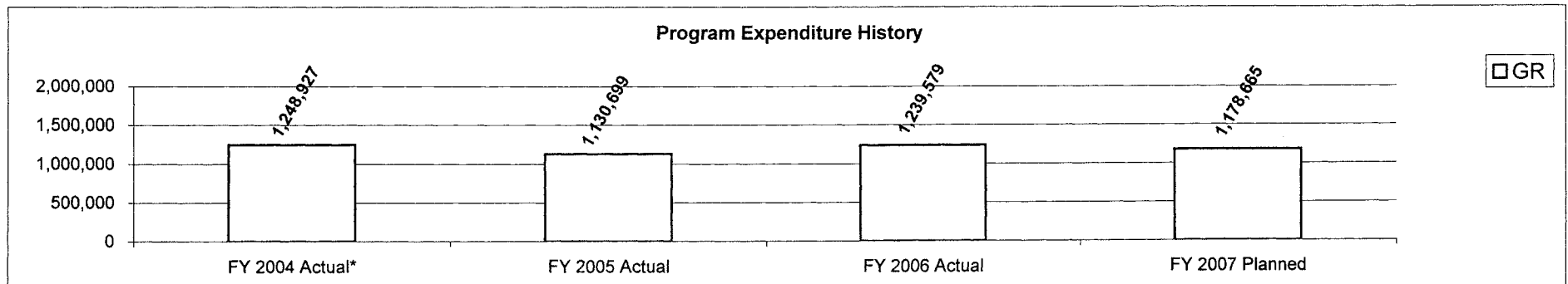
### 3. Are there federal matching requirements? If yes, please explain.

No

### 4. Is this a federally mandated program? If yes, please explain.

No

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



\*Personal Service expenditures only

## PROGRAM DESCRIPTION

**Department** Office of Administration

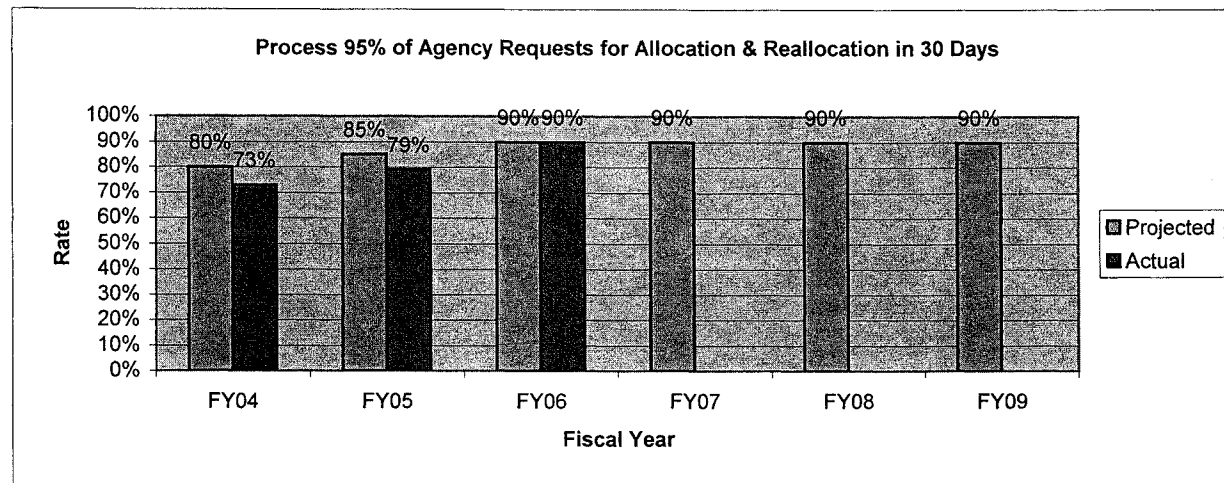
**Program Name** Employee Services

**Program is found in the following core budget(s):** Personnel Operating

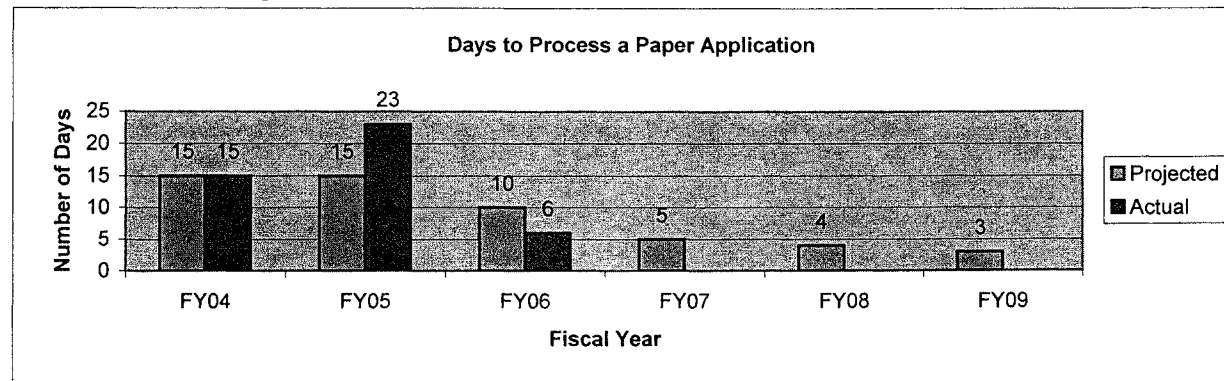
**6. What are the sources of the "Other " funds?**

NA

**7a. Provide an effectiveness measure.**



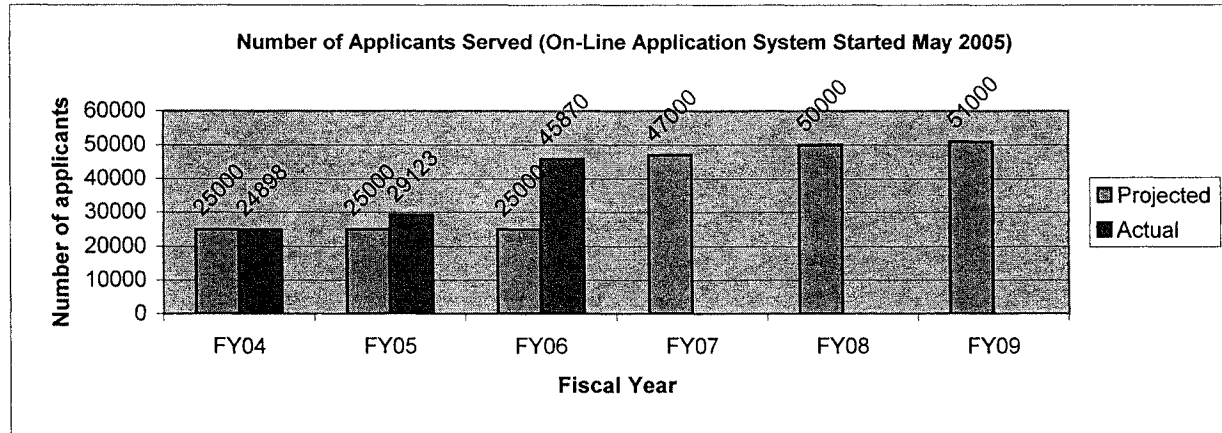
**7b. Provide an efficiency measure.**



## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Employee Services
<b>Program is found in the following core budget(s):</b>	Personnel Operating

**7c. Provide the number of clients/individuals served, if applicable.**



**7d. Provide a customer satisfaction measure, if available.**

The Division of Personnel implemented an on-line application system (EASe) in May 2005. EASe provides greater applicant convenience and reduced timeframes, thereby providing faster response for both agencies and applicants. In FY 06, 45,870 applicants applied for 141,757 jobs. 37,616 applicants have been placed on registers for certification to the agencies. The electronic application system continues to evolve. As applicants and agencies gain experience with the system, questions and concerns are being raised which will be addressed as the system is upgraded in the future. We are now developing a customer satisfaction survey for the agencies and the applicants for implementation January 1, 2007.



## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Pay, Leave & Reporting Section

**Program is found in the following core budget(s):** Personnel Operating

**1. What does this program do?**

Staff maintains registers of qualified applicants and certifies names of applicants to merit system agencies. Certificates returned to the Division of Personnel designating an appointment are audited for accuracy and matched with the ensuing appointment in the payroll system to ensure compliance with the regulations. Staff audit and approve personnel transactions submitted by Uniform Classification and Pay (UCP) System agencies through the SAM II HR/Payroll system. The timely approval of transactions is very important as the pay of employees frequently is affected. This section administers the regulations governing pay, leave, hours of work, overtime, certification, removal from registers, transfers, political activity, conflicting employment and layoff. Staff maintains the UCP System pay plan which includes drafting recommendations from the Director of Personnel to the Personnel Advisory Board for the upcoming budget cycle and associated fiscal year. This section maintains all of the HR-related tables in the SAM II HR/Payroll system, the MAIRS applicant tracking system and the EASe on-line application system. This section is responsible for developing and executing statewide labor relations policies, objectives and strategies in a manner that is consistent with the Revised Statutes of Missouri and the Missouri Constitution. In addition, this section develops and delivers management and supervisory training programs and administers statewide recognition programs.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapter 36 RSMo

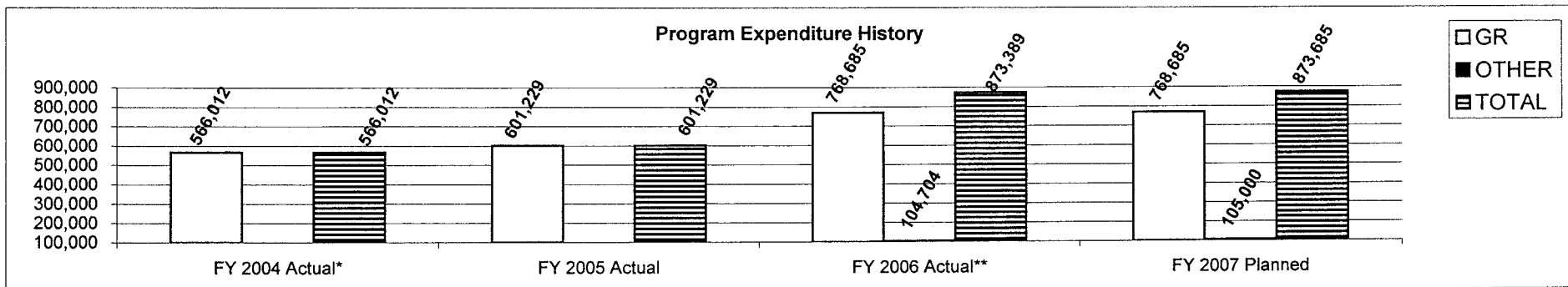
**3. Are there federal matching requirements? If yes, please explain.**

The Pay, Leave and Reporting Section administers regulations governing federal overtime (FLSA), the Family and Medical Leave Act (FMLA) and Military Leave.

**4. Is this a federally mandated program? If yes, please explain.**

Federal overtime, minimum wage, FMLA and Military Leave requirements are mandated.

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



\*Personal Service expenditures only

\*\*In FY 2006 the Pay, Leave & Reporting Section took over the administration of the Revolving Administrative Trust Fund

## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Pay, Leave & Reporting Section

**Program is found in the following core budget(s):** Personnel Operating

**6. What are the sources of the "Other " funds?**

OA Revolving Administrative Trust Fund (0505)

**7a. Provide an effectiveness measure.**

In FY 2007, the Division of Personnel, primarily the Pay, Leave and Reporting Section, is undertaking an overhaul of the state's employee performance appraisal system. After evaluating other systems, the most effective course of action is development of an internal system with the assistance of the Information Technology Services Division. The measure of effectiveness is implementation of this system for FY 2007. Beyond that date it is the ability to report on the performance appraisals being conducted by state agencies.

**7b. Provide an efficiency measure.**

In Fiscal Year 2006 the Division of Personnel reorganized eliminating two management positions by consolidating two sections, Labor Relations and Employee Training and Development into the Pay, Leave and Reporting Section. This resulted in savings of approximately \$43,000 in FY 2006 and about \$109,000 in salaries on an on-going basis. For 2007, it is important to keep in mind that the same level of services are being offered to agencies, employees and job applicants in this transition. Supervisory and managerial responsibilities are being absorbed by the section manager and through the promotion of one Senior Personnel Analyst. Although the section is organized into units, many section employees support each other through knowledge of the work, cross training and the desire to contribute as much as possible to the success of the Division and the quality of services delivered to agencies, employees and job applicants.

**7c. Provide the number of clients/individuals served, if applicable.**

The number of clients served by the section are numerous. For example, the Employee Relations manager deals with the eight unions (eleven bargaining units) representing state employees. Twenty four thousand state employees are represented by various unions, with 22% of the employees being actual union members. The Training and Development Unit provides training for all state agencies who wish to take advantage of course offerings. In FY 2006 1,485 state supervisors, managers and executives attended at least one DOP training program. During FY06 the Division of Personnel provided 122 training programs. Division of Personnel training programs for state managers, supervisors and executives are provided at a cost per hour of approximately \$18.75 per participant. The national average cost per hour per participant for similar training is \$50.49.

The SAM II HR/Payroll staff provide assistance to the agencies and table setup, while and supporting reporting from the SAM II HR/Payroll Data Warehouse for all state agencies. The Transaction Audit provides assistance to Personnel staff in 12 state agencies (representing about 42,000 employees) on both the SAM II system and the Division of Personnel operating regulations. In addition, staff approved 69,000 personnel related transactions in FY 2006. The Certification Unit deals with the 9 merit system agencies representing 34,000 merit system employees and thousands of job applicants in maintaining their status on the register. Staff also administer the electronic application and applicant tracking system. Pay Administration supports the 12 Uniform Classification and Pay Agencies covering 37,000 classified employees. The section also provides assistance to all agencies on the federal Fair Labor Standards Act, hours of work and the leave rules, among other ancillary responsibilities.

**PROGRAM DESCRIPTION****Department** Office of Administration**Program Name** Pay, Leave & Reporting Section**Program is found in the following core budget(s):** Personnel Operating**7d. Provide a customer satisfaction measure, if available.**

One measure of customer satisfaction is feedback received from training classes. Based upon a random sample of the participant training evaluations in FY 2006, 95% of attendees were satisfied with the overall training experience, and 96% would recommend this training to others.

## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Personnel Advisory Board

**Program is found in the following core budget(s):** Personnel Operating

**1. What does this program do?**

The State Personnel Law (Chapter 36, RSMo) provides for a Personnel Advisory Board of seven members, six of whom are appointed by the governor with the advice and consent of the Senate. Four members are appointed from the public at large, one is a member of executive management in state government and one is a non-management state employee. The seventh member is the person designated as the state equal opportunity officer. The board has oversight responsibility for the Missouri Merit System and the Uniform Classification and Pay System and has broad policy making authority in various areas of human resources administration. In addition, Section 36.380, RSMo authorizes an Appointing Authority to dismiss, demote or suspend a state employee for more than five working days for cause. State employees who have been so disciplined are entitled to procedural due process regarding the discipline taken. This due process includes among other things an evidentiary contested case hearing before the Board or one of the Board's hearing officers (one-full time and two part-time hearings officers).

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapter 36, RSMo

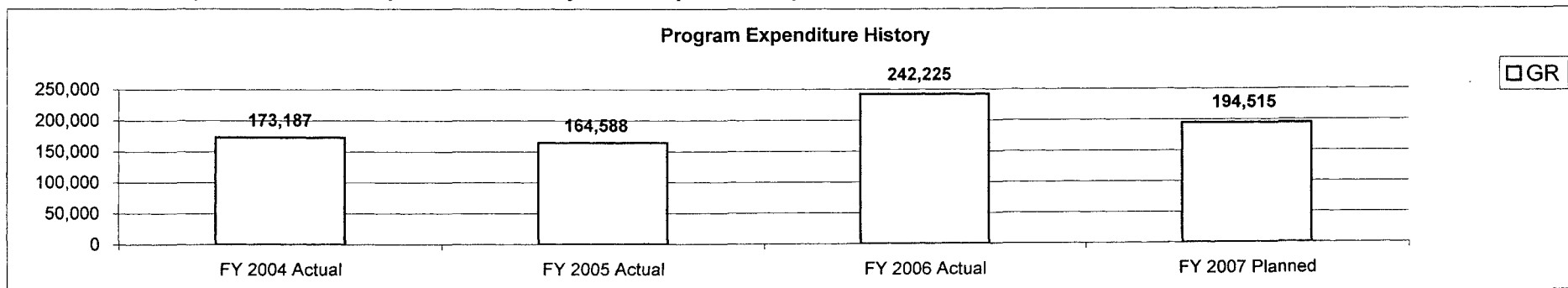
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

n/a

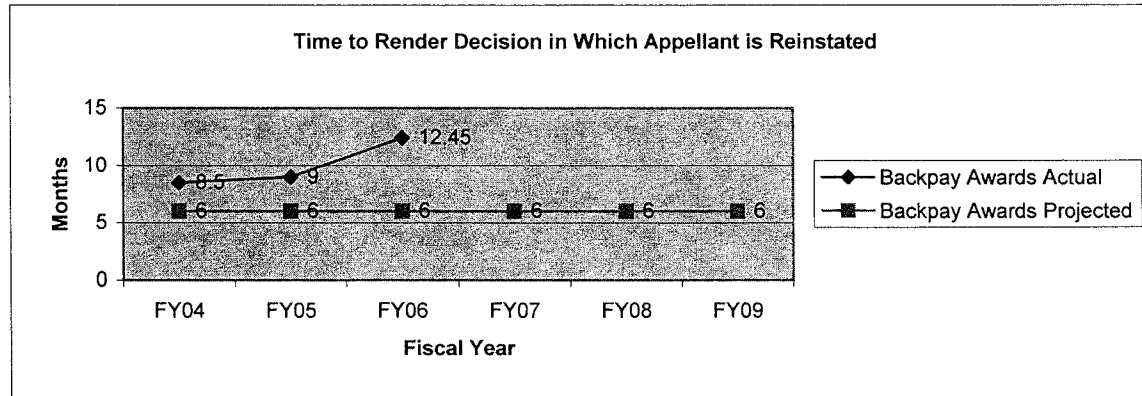
## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Personnel Advisory Board

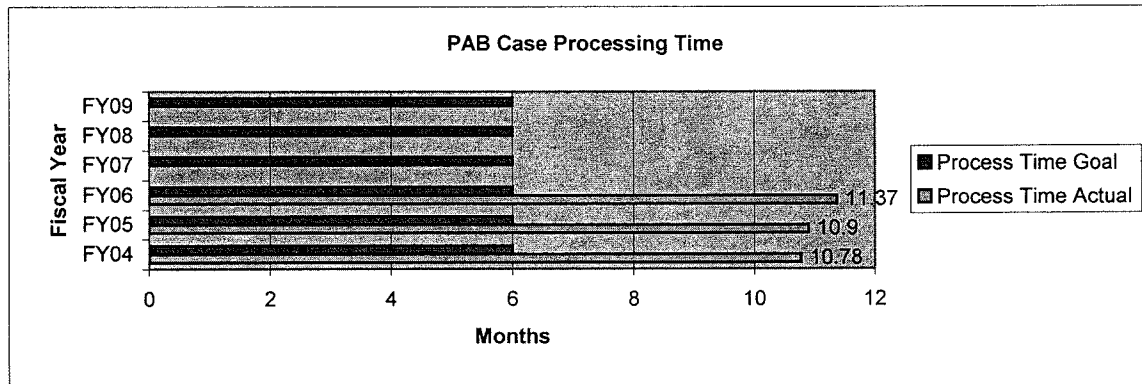
**Program is found in the following core budget(s):** Personnel Operating

**7a. Provide an effectiveness measure.**



In FY06 the number of months for actual backpay awards was 12.45. This time is somewhat misleading because, due to a change in case law, the Personnel Advisory Board had to include not only the time to decision, but also the time for a second proceeding to determine backpay, which is now a statutory requirement (36.390.6 and 36.390.7, RSMo).

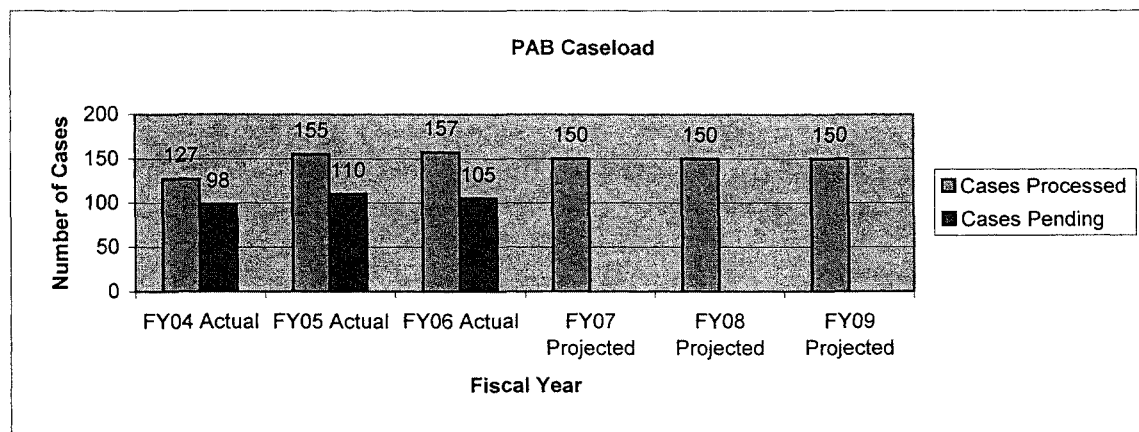
**7b. Provide an efficiency measure.**



## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Personnel Advisory Board  
**Program is found in the following core budget(s):** Personnel Operating

**7c. Provide the number of clients/individuals served, if applicable.**



**7d. Provide a customer satisfaction measure, if available.**

NA

## NEW DECISION ITEM

RANK: 5 OF 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30809
<b>Division</b>	Division of Personnel		
<b>DI Name</b>	Personnel Advisory Board Appeals	<b>DI#</b>	1300012

## 1. AMOUNT OF REQUEST

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	100,596	0	0	100,596
EE	5,000	0	0	5,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>105,596</b>	<b>0</b>	<b>0</b>	<b>105,596</b>
<b>FTE</b>	<b>2.50</b>	<b>0.00</b>	<b>0.00</b>	<b>2.50</b>

<b>Est. Fringe</b>	49,252	0	0	49,252
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	100,596	0	0	100,596
EE	5,000	0	0	5,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>105,596</b>	<b>0</b>	<b>0</b>	<b>105,596</b>
<b>FTE</b>	<b>2.50</b>	<b>0.00</b>	<b>0.00</b>	<b>2.50</b>

<b>Est. Fringe</b>	49,252	0	0	49,252
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. THIS REQUEST CAN BE CATEGORIZED AS:

<input checked="" type="checkbox"/>	New Legislation	<input type="checkbox"/>	New Program	<input type="checkbox"/>	Fund Switch
<input type="checkbox"/>	Federal Mandate	<input checked="" type="checkbox"/>	Program Expansion	<input type="checkbox"/>	Cost to Continue
<input type="checkbox"/>	GR Pick-Up	<input type="checkbox"/>	Space Request	<input type="checkbox"/>	Equipment Replacement
<input type="checkbox"/>	Pay Plan	<input type="checkbox"/>	Other: _____		

## NEW DECISION ITEM

RANK: 5 OF 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	<u>30809</u>
<b>Division</b>	Division of Personnel		
<b>DI Name</b>	Personnel Advisory Board Appeals	<b>DI#</b>	1300012

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

Section 36.380, RSMo authorizes an Appointing Authority to dismiss, demote or suspend a state employee for more than five working days for cause. State employees who have been so disciplined are entitled to procedural due process regarding the discipline taken. This due process includes among other things an evidentiary contested case hearing before the PAB or one of the PAB's hearings officers. The evidentiary hearing could be found not to provide due process, i.e., that it is not a meaningful procedure, if the evidentiary hearing and PAB decision occur too far after the effective date of the discipline. From the Appointing Authority's viewpoint, there is the potential for large awards of back pay at risk. From the Appellant's viewpoint there is the time spent in limbo awaiting the hearing on a wrongful termination with possibly no employment in the interim. The PAB's goal is to have a decision within six (6) months of an appeal being filed. Based on the current workload and staff, one full-time hearings officer and two part-time hearings officers, that goal is not being reached. In addition, legislation was passed during the last session of the General Assembly (SB 1146) which would require the PAB, as well as any other Board other than the Administrative Hearing Commission, to issue a final decision after the conclusion of a contested case within sixty (60) days or one hundred eighty (180) days after the receipt by the agency of a written request for the issuance of a final decision. If the PAB does not issue its decision within this time frame, then the Appellant in a disciplinary appeal shall be deemed to have received a final decision in favor of the agency, and will be entitled to have immediate judicial review as provided in Chapter 536, RSMo. In FY 2006 it took an average of eleven (11) months from the date an appeal was filed until a decision on the merits was reached.

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

In FY06 157 cases were decided by the PAB. Two FTE handled these appeals (78.5 cases per FTE). By adding another 1.5 FTE, 117.75 additional cases per year could be decided. This should reduce the amount of time from when the appeal is filed to when it is decided to reach the goal of six (6) months. This should also reduce the amount of backpay awards.

With the addition of 1.5 hearings officers at a rate of \$53,248 per year, it will also be necessary to have additional clerical help to meet this six (6) month time frame. For cases that are three (3) days or longer, having an additional support person who could transcribe the hearing tapes (Summary of Evidence) rather than having the hearings officer perform this function would allow the hearings officer to go directly to writing the decision. This additional support person would improve the timeliness of editing, copying, mailing and filing decisions.

E&E amount of \$3,500 includes in-state travel to hold hearings and general office supplies. The one-time E&E amount of \$1,500 is for 2 tape recorders to tape the hearings and an additional transcription machine for the support person.



## NEW DECISION ITEM

RANK: 5 OF 24

<b>Department</b>	Office of Administration		<b>Budget Unit</b>		30809				
<b>Division</b>	Division of Personnel								
<b>DI Name</b>	Personnel Advisory Board Appeals		<b>DI#</b>		1300012				
<b>5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.</b>									
<b>Budget Object Class/Job Class</b>	<b>Dept Req GR DOLLARS</b>	<b>Dept Req GR FTE</b>	<b>Dept Req FED DOLLARS</b>	<b>Dept Req FED FTE</b>	<b>Dept Req OTHER DOLLARS</b>	<b>Dept Req OTHER FTE</b>	<b>Dept Req TOTAL DOLLARS</b>	<b>Dept Req TOTAL FTE</b>	<b>Dept Req One-Time DOLLARS</b>
Salaries/Wages Hearings Officer	79,872	1.5					79,872	1.5	
Salaries/Wages Office Support Assistant (K)	20,724	1.0					20,724	1.0	
<b>Total PS</b>	<b>100,596</b>	<b>2.5</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>100,596</b>	<b>2.5</b>	<b>0</b>
Travel In-State	3,000						3,000		
Supplies	500						500		
Office Equipment	1,500						1,500		1,500
<b>Total EE</b>	<b>5,000</b>		<b>0</b>		<b>0</b>		<b>5,000</b>		<b>1,500</b>
Program Distributions							0		
<b>Total PSD</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>
Transfers									
<b>Total TRF</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>
<b>Grand Total</b>	<b>105,596</b>	<b>2.5</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>105,596</b>	<b>2.5</b>	<b>1,500</b>

NEW DECISION ITEM  
RANK: 5 OF 24

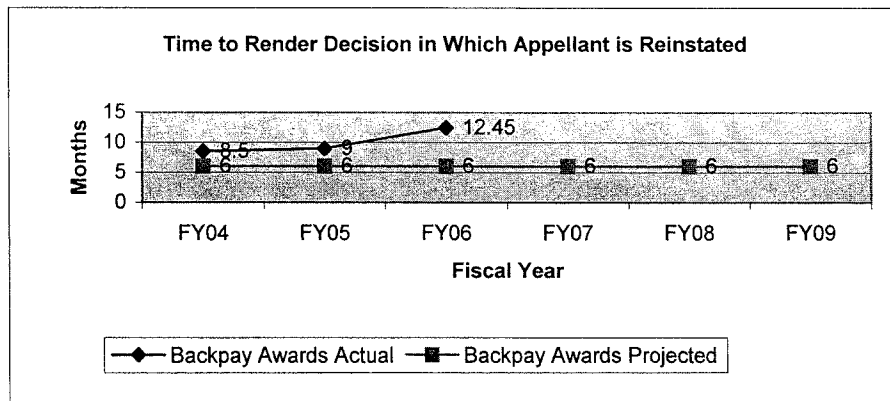
Department		Office of Administration		Budget Unit							30809	
Division		Division of Personnel										
DI Name		Personnel Advisory Board Appeals				DI# 1300012						
		Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec		
		GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time		
Budget Object Class/Job Class		DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS		
Salaries/Wages	Hearings Officer	79,872	1.5					79,872	1.5			
Salaries/Wages	Office Support Assistant (K)	20,724	1.0					20,724	1.0			
Total PS		100,596	2.5	0	0.0	0	0.0	100,596	2.5	0		
								0				
Travel In-State		3,000						3,000				
Supplies		500						500				
Office Equipment		1,500						1,500		1,500		
Total EE		5,000		0		0		5,000		1,500		
Program Distributions								0				
Total PSD		0		0		0		0		0		
Transfers												
Total TRF		0		0		0		0		0		
Grand Total		105,596	2.5	0	0.0	0	0.0	105,596	2.5	1,500		

**NEW DECISION ITEM**  
**RANK:** 5 **OF** 24

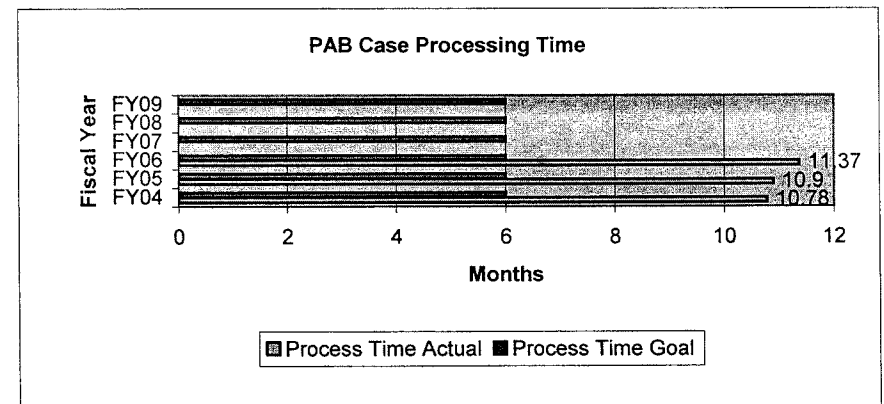
<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30809
<b>Division</b>	Division of Personnel		
<b>DI Name</b>	Personnel Advisory Board Appeals	<b>DI#</b>	1300012

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an effectiveness measure.**



**6b. Provide an efficiency measure.**



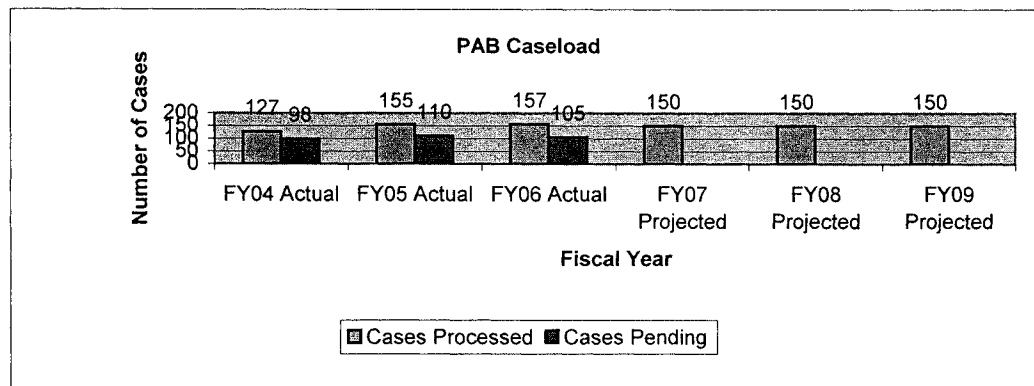
In FY06 the number of months for actual backpay awards was 12.45. This time is somewhat misleading because, due to a change in case law, the Personnel Advisory Board had to include not only the time to decision, but also the time for a second proceeding to determine backpay, which is now a statutory requirement (36.390.6 and 36.390.7, RSMo).

**NEW DECISION ITEM**  
**RANK:** 5 **OF** 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30809
<b>Division</b>	Division of Personnel		
<b>DI Name</b>	Personnel Advisory Board Appeals	<b>DI#</b>	1300012

**6c. Provide the number of clients/individuals served, if applicable.**

**6d. Provide a customer satisfaction measure, if available.**



Agency & employee complaints with time to reach a decision are not specifically tracked, but should be reduced.

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

An additional 1.5 hearings officers and 1 support position, along with some process improvements, would enable the Personnel Advisory Board to reduce the amount of time from when the appeal is filed to when the decision is reached to its goal of six months.

It should also be noted, however, that even with this additional staff, the hearings officers will have to take the position of requiring that hearings be set within three to four months of filing regardless of whether the parties, in particular the Appointing Authority, are ready to proceed so quickly.

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>PERSONNEL - OPERATING</b>								
<b>PAB Appeals - 1300012</b>								
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	20,724	1.00	20,724	1.00
HEARINGS OFFICER	0	0.00	0	0.00	79,872	1.50	79,872	1.50
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>100,596</b>	<b>2.50</b>	<b>100,596</b>	<b>2.50</b>
TRAVEL, IN-STATE	0	0.00	0	0.00	3,000	0.00	3,000	0.00
SUPPLIES	0	0.00	0	0.00	500	0.00	500	0.00
OFFICE EQUIPMENT	0	0.00	0	0.00	1,500	0.00	1,500	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>5,000</b>	<b>0.00</b>	<b>5,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$105,596</b>	<b>2.50</b>	<b>\$105,596</b>	<b>2.50</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$105,596	2.50	\$105,596	2.50
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

**NEW DECISION ITEM**  
**RANK:** 10 **OF** 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30809
<b>Division</b>	Personnel		
<b>DI Name</b>	Examination Development	<b>DI#</b>	1300013

**1. AMOUNT OF REQUEST**

FY 2008 Budget Request					FY 2008 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	33,888	0	0	33,888	PS	33,888	0	0	33,888
EE	149,500	0	0	149,500	EE	149,500	0	0	149,500
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
<b>Total</b>	<b>183,388</b>	<b>0</b>	<b>0</b>	<b>183,388</b>	<b>Total</b>	<b>183,388</b>	<b>0</b>	<b>0</b>	<b>183,388</b>
<b>FTE</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>	<b>FTE</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>

<b>Est. Fringe</b>	16,592	0	0	16,592
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

<b>Est. Fringe</b>	16,592	0	0	16,592
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

Other Funds:

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input checked="" type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

Under Section 36.170, RSMo the Director of the Division of Personnel is authorized to conduct examinations to determine the relative qualifications, fitness and ability of the person testing to perform the duties of the class for which a register is to be established. Most merit system classifications have been converted to 100% Education and Experience ratings. However, 34 written examination booklets (multiple choice tests) are used by the Division of Personnel to determine an applicant's score and relative placement on the register. These examinations must be kept up to date. Eleven of those booklets have been revised since 2001. The 23 remaining booklets are older than 2001, some dating as far back as 1980. In order to accurately test individuals on their knowledge of a particular classification, the examinations must be kept up to date.

**NEW DECISION ITEM**  
**RANK:** 10 **OF** 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30809
<b>Division</b>	Personnel		
<b>DI Name</b>	Examination Development	<b>DI#</b>	1300013

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

Division of Personnel staff has converted many classifications to 100% Education and Experience ratings. After this conversion, there is a total of 34 written examination booklets left. Eleven of these booklets have been revised since 2001. Staff will update four to nine more booklets by June 30, 2007. If we then contract with an outside entity to revise the 14 remaining booklets at \$75 per hour, we estimate the cost would be \$149,500. The exam revision process will be reviewed each year for progress and amount needed to finish the project.

In addition the Division of Personnel will need 1 FTE to maintain the examinations, as well as assist with special projects.

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
Salaries/Wages Personnel Analyst II	33,888	1.0					33,888	1.0	
							0	0.0	
<b>Total PS</b>	<b>33,888</b>	<b>1.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>33,888</b>	<b>1.0</b>	<b>0</b>
Professional Services	149,500						149,500		
							0		
<b>Total EE</b>	<b>149,500</b>		<b>0</b>		<b>0</b>		<b>149,500</b>		<b>0</b>
Program Distributions							0		
<b>Total PSD</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>
Transfers									
<b>Total TRF</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>
<b>Grand Total</b>	<b>183,388</b>	<b>1.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>183,388</b>	<b>1.0</b>	<b>0</b>

**NEW DECISION ITEM**  
**RANK:** 10 **OF** 24

<b>Department</b>		Office of Administration		<b>Budget Unit</b>		30809			
<b>Division</b>		Personnel							
<b>DI Name</b>		Examination Development		<b>DI#</b>		1300013			
		Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec
		GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL
<b>Budget Object Class/Job Class</b>		<b>DOLLARS</b>	<b>FTE</b>	<b>DOLLARS</b>	<b>FTE</b>	<b>DOLLARS</b>	<b>FTE</b>	<b>DOLLARS</b>	<b>FTE</b>
Salaries/Wages	Personnel Analyst II	33,888	1.0					33,888	1.0
								0	0.0
<b>Total PS</b>		<b>33,888</b>	<b>1.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>33,888</b>	<b>1.0</b>
								0	
								0	
Professional Services		149,500						149,500	
								0	
<b>Total EE</b>		<b>149,500</b>		<b>0</b>		<b>0</b>		<b>149,500</b>	<b>0</b>
Program Distributions								0	
<b>Total PSD</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>	<b>0</b>
Transfers								0	
<b>Total TRF</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>	<b>0</b>
<b>Grand Total</b>		<b>183,388</b>	<b>1.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>183,388</b>	<b>1.0</b>



## NEW DECISION ITEM

RANK: 10 OF 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	<u>30809</u>
<b>Division</b>	Personnel		
<b>DI Name</b>	Examination Development	<b>DI#</b>	1300013

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)****6a. Provide an effectiveness measure.**

Updating exams to effectively rank applicants for hiring consideration by merit agencies.

We need to make sure the examinations are up-to-date to rank accurately.

**6b. Provide an efficiency measure.**

It is more efficient for the division to employ testing devices that accurately assess the competencies of applicants than use out-of-date questions and situations that are no longer applicable to the work.

**6c. Provide the number of clients/individuals served, if applicable.**

In FY 2006, 9,979 applicants were tested for 17,836 job classes.

**6d. Provide a customer satisfaction measure, if available.**

Up-to-date examinations add to the accuracy and validity of the scoring and ranking process by which names of qualified applicants are provided to merit agencies. Complaints of "not hireable" applicants being certified should be reduced.

NEW DECISION ITEM

RANK: 10 OF 24

Department	Office of Administration	Budget Unit	30809
Division	Personnel		
DI Name	Examination Development	DI#	1300013

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

Contract with an outside entity to revise the 19 examination booklets so that individuals can be accurately tested on their knowledge of a particular classification.

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>PERSONNEL - OPERATING</b>								
Examination Development - 1300013								
PERSONNEL ANAL II	0	0.00	0	0.00	33,888	1.00	33,888	1.00
TOTAL - PS	0	0.00	0	0.00	33,888	1.00	33,888	1.00
PROFESSIONAL SERVICES	0	0.00	0	0.00	149,500	0.00	149,500	0.00
TOTAL - EE	0	0.00	0	0.00	149,500	0.00	149,500	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$183,388	1.00	\$183,388	1.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$183,388	1.00	\$183,388	1.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>EMPLOYEE SUGGESTION AWARD</b>									
<b>CORE</b>									
PERSONAL SERVICES									
OA REVOLVING ADMINISTRATIVE TR	0	0.00	1	0.00	0	0.00	0	0.00	
TOTAL - PS	0	0.00	1	0.00	0	0.00	0	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>1</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$1</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	

## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30818
<b>Division</b>	Personnel		
<b>Core</b>	Employee Suggestion Award		

## 1. CORE FINANCIAL SUMMARY

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

The Division of Personnel no longer uses this appropriation to make awards for the employee suggestion system, Missouri Relies on Everyone (MORE). Departments process any applicable awards for their employees through the SAM II statewide human resource system.

This Division of Personnel appropriation is being deleted in FY 2008.

## 3. PROGRAM LISTING (list programs included in this core funding)

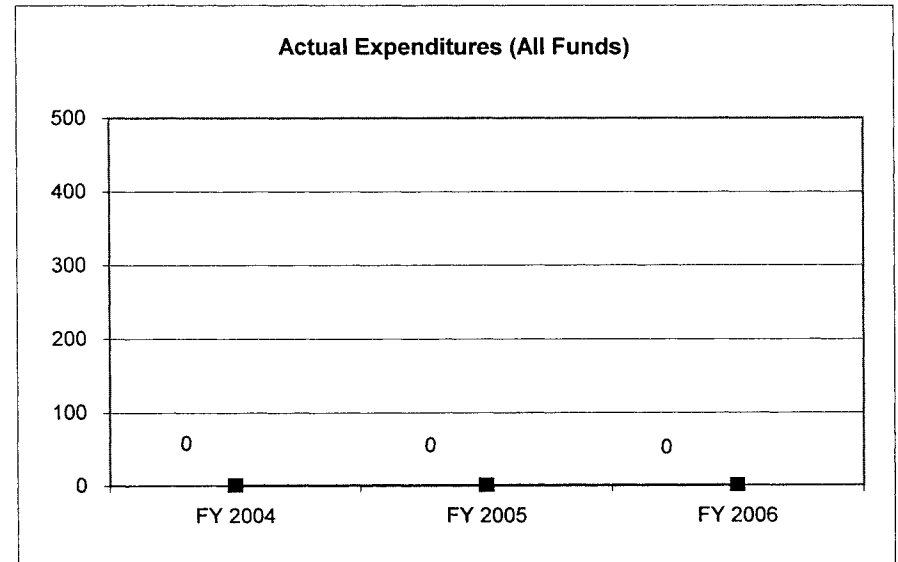
N/A

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30818
<b>Division</b>	Personnel		
<b>Core</b>	Employee Suggestion Award		

## 4. FINANCIAL HISTORY

	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Current Yr.
Appropriation (All Funds)	10,000	1	1	1 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	10,000	1	1	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	10,000	1	1	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	10,000	1	1	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

## NOTES:

## CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION  
EMPLOYEE SUGGESTION AWARD

## 5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>								
		PS	0.00	0	0	1	1	
		<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Core Reduction	249 9846	PS	0.00	0	0	(1)	(1)	Awards are made by individual departments
<b>NET DEPARTMENT CHANGES</b>			<b>0.00</b>	<b>0</b>	<b>0</b>	<b>(1)</b>	<b>(1)</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		PS	0.00	0	0	0	0	
		<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>								
		PS	0.00	0	0	0	0	
		<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>EMPLOYEE SUGGESTION AWARD</b>								
<b>CORE</b>								
OTHER	0	0.00	1	0.00	0	0.00	0	0.00
TOTAL - PS	0	0.00	1	0.00	0	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$1	0.00	\$0	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$1	0.00	\$0	0.00		0.00





# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>PURCHASING/MATRL MGMT - OPER</b>									
<b>CORE</b>									
PERSONAL SERVICES									
GENERAL REVENUE	1,300,568	32.23	1,525,078	35.00	1,525,078	35.00	1,525,078	35.00	
TOTAL - PS	1,300,568	32.23	1,525,078	35.00	1,525,078	35.00	1,525,078	35.00	
EXPENSE & EQUIPMENT									
GENERAL REVENUE	93,159	0.00	129,839	0.00	129,839	0.00	129,839	0.00	
TOTAL - EE	93,159	0.00	129,839	0.00	129,839	0.00	129,839	0.00	
<b>TOTAL</b>	<b>1,393,727</b>	<b>32.23</b>	<b>1,654,917</b>	<b>35.00</b>	<b>1,654,917</b>	<b>35.00</b>	<b>1,654,917</b>	<b>35.00</b>	
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>									
PERSONAL SERVICES									
GENERAL REVENUE	0	0.00	0	0.00	0	0.00	45,753	0.00	
TOTAL - PS	0	0.00	0	0.00	0	0.00	45,753	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>45,753</b>	<b>0.00</b>	
<b>Buyer III Reclassification - 1300011</b>									
PERSONAL SERVICES									
GENERAL REVENUE	0	0.00	0	0.00	48,680	0.00	48,680	0.00	
TOTAL - PS	0	0.00	0	0.00	48,680	0.00	48,680	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>48,680</b>	<b>0.00</b>	<b>48,680</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$1,393,727</b>	<b>32.23</b>	<b>\$1,654,917</b>	<b>35.00</b>	<b>\$1,703,597</b>	<b>35.00</b>	<b>\$1,749,350</b>	<b>35.00</b>	

## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30925
<b>Division</b>	Purchasing and Materials Mgmt		
<b>Core -</b>	Operating		

**1. CORE FINANCIAL SUMMARY**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	1,525,078	0	0	1,525,078
EE	129,839	0	0	129,839
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>1,654,917</b>	<b>0</b>	<b>0</b>	<b>1,654,917</b>
<b>FTE</b>	<b>35.00</b>	<b>0.00</b>	<b>0.00</b>	<b>35.00</b>

<b>Est. Fringe</b>	746,678	0	0	746,678
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: N/A

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	1,525,078	0	0	1,525,078
EE	129,839	0	0	129,839
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>1,654,917</b>	<b>0</b>	<b>0</b>	<b>1,654,917</b>
<b>FTE</b>	<b>35.00</b>	<b>0.00</b>	<b>0.00</b>	<b>35.00</b>

<b>Est. Fringe</b>	746,678	0	0	746,678
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: N/A

**2. CORE DESCRIPTION**

This core request is for funding to provide procurement services for the various state agencies. These services will help to procure goods and services for state agencies that are the "lowest and best."

**3. PROGRAM LISTING (list programs included in this core funding)**

Competitive Bidding and Contracting Program

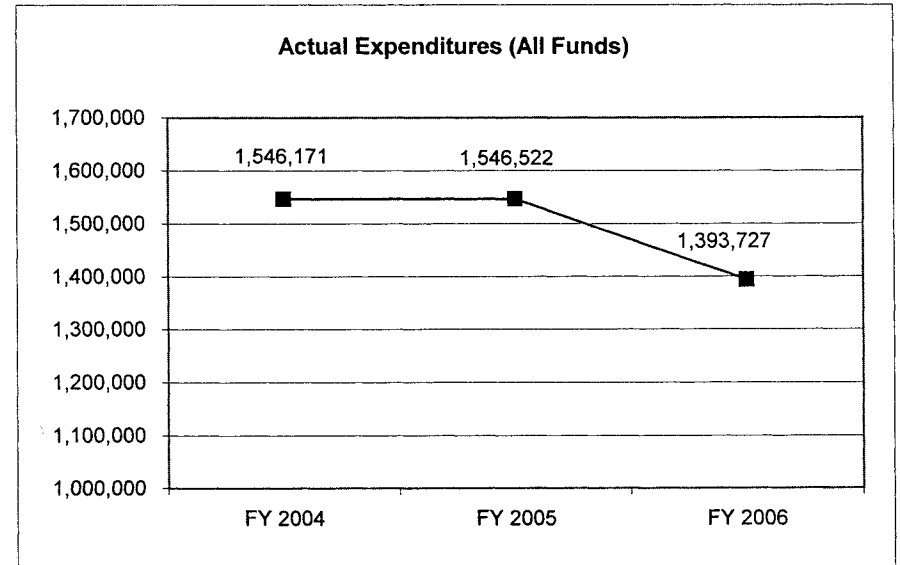
# CORE DECISION ITEM

<b>Department</b>	Office of Administration
<b>Division</b>	Purchasing and Materials Mgmt
<b>Core -</b>	Operating

**Budget Unit** 30925

## 4. FINANCIAL HISTORY

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)	1,631,724	1,655,146	1,559,415	1,654,917
Less Reverted (All Funds)	(28,419)	(81,655)	(46,783)	N/A
Budget Authority (All Funds)	1,603,305	1,573,491	1,512,632	N/A
Actual Expenditures (All Funds)	1,546,171	1,546,522	1,393,727	N/A
Unexpended (All Funds)	57,134	26,969	118,905	N/A
Unexpended, by Fund:				
General Revenue	57,134	26,969	118,905	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### NOTES:

## CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION  
PURCHASING/MATRL MGMT - OPER

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PS	35.00	1,525,078	0	0	1,525,078	
	EE	0.00	129,839	0	0	129,839	
	<b>Total</b>	<b>35.00</b>	<b>1,654,917</b>	<b>0</b>	<b>0</b>	<b>1,654,917</b>	
DEPARTMENT CORE REQUEST							
	PS	35.00	1,525,078	0	0	1,525,078	
	EE	0.00	129,839	0	0	129,839	
	<b>Total</b>	<b>35.00</b>	<b>1,654,917</b>	<b>0</b>	<b>0</b>	<b>1,654,917</b>	
GOVERNOR'S RECOMMENDED CORE							
	PS	35.00	1,525,078	0	0	1,525,078	
	EE	0.00	129,839	0	0	129,839	
	<b>Total</b>	<b>35.00</b>	<b>1,654,917</b>	<b>0</b>	<b>0</b>	<b>1,654,917</b>	

## FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 30925	<b>DEPARTMENT:</b> Office of Administration	
<b>BUDGET UNIT NAME:</b> Purchasing Operating	<b>DIVISION:</b> Purchasing & Materials Mgmt.	
<b>1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.</b>		
<b>DEPARTMENT REQUEST</b>		
Operations -0101 PS -\$305,015 20% EE-\$25,968 20% This will allow the Division the flexibility to pay accrued time when someone leaves the Division or to replace critical equipment. We do not know ahead of time which of these will be needed. Previous years' core cuts have left no flexibility to pay these ongoing liabilities.		
<b>2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.</b>		
<b>PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED</b>	<b>CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED</b>	<b>BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED</b>
None	Unknown	Unknown
<b>3. Please explain how flexibility was used in the prior and/or current years.</b>		
<b>PRIOR YEAR EXPLAIN ACTUAL USE</b>	<b>CURRENT YEAR EXPLAIN PLANNED USE</b>	
N/A	Unknown	

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>PURCHASING/MATRL MGMT - OPER</b>								
<b>CORE</b>								
OFFICE SUPPORT ASST (KEYBRD)	7,475	0.38	2,080	0.00	0	0.00	0	0.00
SR OFC SUPPORT ASST (KEYBRD)	109,812	4.62	150,510	5.00	131,590	5.00	131,590	5.00
BUYER I	90,607	3.46	0	0.00	0	0.00	0	0.00
BUYER II	228,935	6.95	378,664	11.00	378,664	11.00	378,664	11.00
BUYER III	194,513	4.81	211,120	5.00	225,120	5.00	225,120	5.00
BUYER IV	154,415	3.00	159,744	3.00	163,744	3.00	163,744	3.00
EXECUTIVE I	29,877	1.00	31,408	1.00	34,408	1.00	34,408	1.00
EXECUTIVE II	0	0.00	33,488	1.00	0	0.00	0	0.00
REVENUE LICENSING TECH II	211	0.01	0	0.00	0	0.00	0	0.00
FISCAL & ADMINISTRATIVE MGR B2	231,576	4.00	241,072	4.00	241,072	4.00	241,072	4.00
FISCAL & ADMINISTRATIVE MGR B3	138,288	2.00	143,936	2.00	143,936	2.00	143,936	2.00
OFFICE OF ADMINISTRATION MGR 2	0	0.00	52,208	1.00	52,208	1.00	52,208	1.00
DIVISION DIRECTOR	82,339	1.00	86,320	1.00	86,320	1.00	86,320	1.00
DESIGNATED PRINCIPAL ASST DIV	32,520	1.00	0	0.00	33,488	1.00	33,488	1.00
SPECIAL ASST OFFICE & CLERICAL	0	0.00	34,528	1.00	34,528	1.00	34,528	1.00
<b>TOTAL - PS</b>	<b>1,300,568</b>	<b>32.23</b>	<b>1,525,078</b>	<b>35.00</b>	<b>1,525,078</b>	<b>35.00</b>	<b>1,525,078</b>	<b>35.00</b>
TRAVEL, IN-STATE	2,215	0.00	4,500	0.00	4,500	0.00	4,500	0.00
TRAVEL, OUT-OF-STATE	1,198	0.00	2,700	0.00	2,700	0.00	2,700	0.00
SUPPLIES	9,124	0.00	17,430	0.00	17,430	0.00	17,430	0.00
PROFESSIONAL DEVELOPMENT	12,229	0.00	9,023	0.00	9,023	0.00	9,023	0.00
COMMUNICATION SERV & SUPP	17,290	0.00	23,006	0.00	23,006	0.00	23,006	0.00
PROFESSIONAL SERVICES	23,707	0.00	39,830	0.00	39,830	0.00	39,830	0.00
M&R SERVICES	4,893	0.00	12,256	0.00	12,256	0.00	12,256	0.00
COMPUTER EQUIPMENT	4,628	0.00	0	0.00	0	0.00	0	0.00
OFFICE EQUIPMENT	4,277	0.00	4,444	0.00	4,444	0.00	4,444	0.00
REAL PROPERTY RENTALS & LEASES	0	0.00	450	0.00	450	0.00	450	0.00
EQUIPMENT RENTALS & LEASES	9,764	0.00	15,300	0.00	15,300	0.00	15,300	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>PURCHASING/MATRL MGMT - OPER</b>								
<b>CORE</b>								
MISCELLANEOUS EXPENSES	3,834	0.00	900	0.00	900	0.00	900	0.00
TOTAL - EE	93,159	0.00	129,839	0.00	129,839	0.00	129,839	0.00
GRAND TOTAL	\$1,393,727	32.23	\$1,654,917	35.00	\$1,654,917	35.00	\$1,654,917	35.00
GENERAL REVENUE	\$1,393,727	32.23	\$1,654,917	35.00	\$1,654,917	35.00	\$1,654,917	35.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00



## PROGRAM DESCRIPTION

**Department:** Office of Administration

**Program Name:** Competitive Bidding and Contracting Program

**Program is found in the following core budget(s):** Purchasing and Materials Management Operating

**1. What does this program do?**

DPMM is responsible for the procurement of supplies, equipment and services for state departments. A competitive procurement process ( as prescribed by Chapter 34, RSMo) is necessary to procure goods and services for state agencies that are "lowest and best" while maintaining fairness and integrity in the bid process for vendors.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapter 34, RSMo

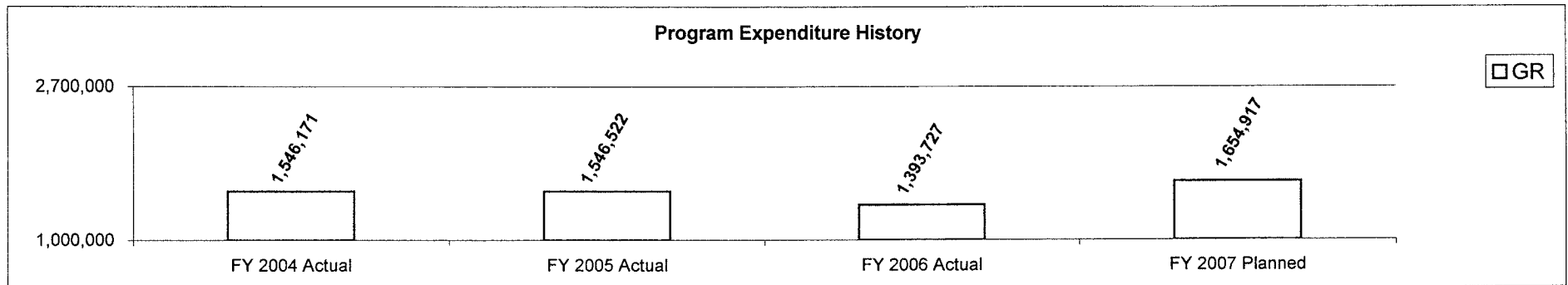
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

N/A

## PROGRAM DESCRIPTION

**Department:** Office of Administration

**Program Name:** Competitive Bidding and Contracting Program

**Program is found in the following core budget(s):** Purchasing and Materials Management Operating

**7a. Provide an effectiveness measure.**

Percentage of total state expenditures made from DPMM issued contracts to the total operating budget of DPMM

FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009
Actual	Actual	Actual	Projected	Targeted	Targeted
0.148%	0.14%	0.11%	0.09%	0.09%	0.09%

**7b. Provide an efficiency measure.**

Number of days between the time the bid is created and the time the bid is awarded by DPMM

FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009
Actual	Actual	Actual	Projected	Targeted	Targeted
55	54	58	57	56	55

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

**OFFICE OF ADMINISTRATION****DECISION ITEM SUMMARY**

<b>Budget Unit</b>								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>BID &amp; PERFORMANCE BOND REFUND</b>								
<b>CORE</b>								
PROGRAM-SPECIFIC								
OA REVOLVING ADMINISTRATIVE TR	2,163,500	0.00	2,112,000	0.00	2,112,000	0.00	2,112,000	0.00
TOTAL - PD	2,163,500	0.00	2,112,000	0.00	2,112,000	0.00	2,112,000	0.00
<b>TOTAL</b>	<b>2,163,500</b>	<b>0.00</b>	<b>2,112,000</b>	<b>0.00</b>	<b>2,112,000</b>	<b>0.00</b>	<b>2,112,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$2,163,500</b>	<b>0.00</b>	<b>\$2,112,000</b>	<b>0.00</b>	<b>\$2,112,000</b>	<b>0.00</b>	<b>\$2,112,000</b>	<b>0.00</b>

**CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30930
<b>Division</b>	Purchasing & Materials Management		
<b>Core -</b>	Bid & Performance Bonds Refunds		

**1. CORE FINANCIAL SUMMARY**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	2,112,000	2,112,000 E
<b>Total</b>	<b>0</b>	<b>0</b>	<b>2,112,000</b>	<b>2,112,000</b>

FTE	0.00	0.00	0.00	0.00
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<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: OA Revolving Administrative Trust Fund (0505)

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	2,112,000	2,112,000 E
<b>Total</b>	<b>0</b>	<b>0</b>	<b>2,112,000</b>	<b>2,112,000</b>

FTE	0.00	0.00	0.00	0.00
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<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: OA Revolving Administrative Trust Fund (0505)

**2. CORE DESCRIPTION**

This core request is for funding to promptly refund the bidder's bid or performance security that was deposited into the State Treasury during the procurement process. Checks are received from vendors as bid or performance security and deposited into the State Treasury. Interest earned on these deposits goes directly into General Revenue. After the bids are awarded or the contractor has performed, these deposits must be promptly refunded to the bidder or contractor. These are refundable deposits and not payments to the state.

**3. PROGRAM LISTING (list programs included in this core funding)**

N/A

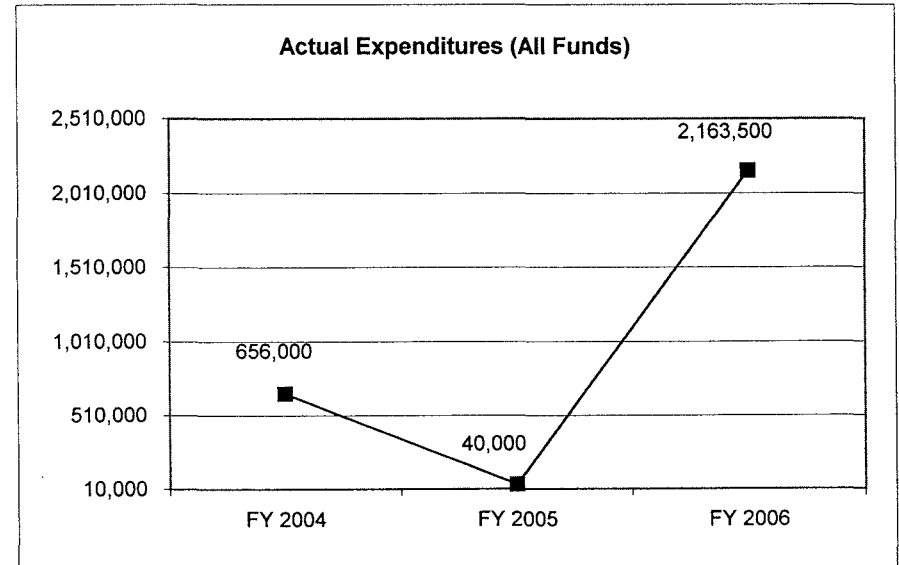
## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30930
<b>Division</b>	Purchasing & Materials Management		
<b>Core -</b>	Bid & Performance Bonds Refunds		

## 4. FINANCIAL HISTORY

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)	2,112,000	2,112,000	2,172,000	2,112,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	2,112,000	2,112,000	2,172,000	N/A
Actual Expenditures (All Funds)	656,000	40,000	2,163,500	N/A
Unexpended (All Funds)	1,456,000	2,072,000	8,500	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	1,456,000	2,072,000	8,500	N/A

(1)



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** (1) Estimated appropriation increased by \$60,000

**CORE RECONCILIATION DETAIL**

**OFFICE OF ADMINISTRATION  
BID & PERFORMANCE BOND REFUND**

**5. CORE RECONCILIATION DETAIL**

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	PD	0.00	0	0	2,112,000	2,112,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>2,112,000</b>	<b>2,112,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	PD	0.00	0	0	2,112,000	2,112,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>2,112,000</b>	<b>2,112,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PD	0.00	0	0	2,112,000	2,112,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>2,112,000</b>	<b>2,112,000</b>	

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>BID &amp; PERFORMANCE BOND REFUND</b>								
<b>CORE</b>								
REFUNDS	2,163,500	0.00	2,112,000	0.00	2,112,000	0.00	2,112,000	0.00
TOTAL - PD	2,163,500	0.00	2,112,000	0.00	2,112,000	0.00	2,112,000	0.00
GRAND TOTAL	\$2,163,500	0.00	\$2,112,000	0.00	\$2,112,000	0.00	\$2,112,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$2,163,500	0.00	\$2,112,000	0.00	\$2,112,000	0.00	\$2,112,000	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>SURPLUS PROPERTY - OPERATING</b>									
<b>CORE</b>									
PERSONAL SERVICES									
FEDERAL SURPLUS PROPERTY	587,100	20.51	824,722	23.50	788,634	22.00	788,634	22.00	
TOTAL - PS	587,100	20.51	824,722	23.50	788,634	22.00	788,634	22.00	
EXPENSE & EQUIPMENT									
FEDERAL SURPLUS PROPERTY	603,766	0.00	736,638	0.00	706,638	0.00	706,638	0.00	
TOTAL - EE	603,766	0.00	736,638	0.00	706,638	0.00	706,638	0.00	
PROGRAM-SPECIFIC									
FEDERAL SURPLUS PROPERTY	2,073	0.00	5,000	0.00	5,000	0.00	5,000	0.00	
TOTAL - PD	2,073	0.00	5,000	0.00	5,000	0.00	5,000	0.00	
<b>TOTAL</b>	<b>1,192,939</b>	<b>20.51</b>	<b>1,566,360</b>	<b>23.50</b>	<b>1,500,272</b>	<b>22.00</b>	<b>1,500,272</b>	<b>22.00</b>	
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>									
PERSONAL SERVICES									
FEDERAL SURPLUS PROPERTY	0	0.00	0	0.00	0	0.00	23,658	0.00	
TOTAL - PS	0	0.00	0	0.00	0	0.00	23,658	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>23,658</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$1,192,939</b>	<b>20.51</b>	<b>\$1,566,360</b>	<b>23.50</b>	<b>\$1,500,272</b>	<b>22.00</b>	<b>\$1,523,930</b>	<b>22.00</b>	



## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30985
<b>Division</b>	Purchasing & Materials Mgmt.		
<b>Core -</b>	Federal Surplus Property-Operating		

**1. CORE FINANCIAL SUMMARY**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	788,634	788,634
EE	0	0	706,638	706,638
PSD	0	0	5,000	5,000
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1,500,272</b>	<b>1,500,272</b>

FTE	0.00	0.00	22.00	22.00
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<b>Est. Fringe</b>	0	0	386,115	386,115
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	788,634	788,634
EE	0	0	706,638	706,638
PSD	0	0	5,000	5,000
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1,500,272</b>	<b>1,500,272</b>

FTE	0.00	0.00	22.00	22.00
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<b>Est. Fringe</b>	0	0	386,115	386,115
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Federal Surplus Property Fund (0407)

Other Funds: Federal Surplus Property Fund (0407)

**2. CORE DESCRIPTION**

This core requirement is for funding to provide surplus property services for the various state agencies. The Division of Purchasing and Materials Management (DPMM) is responsible for operating state and federal surplus property programs as provided in Chapter 34 and 37, RSMo. The State Agency for Surplus Property (SASP) is responsible for the transfer and/or disposal of state agencies' surplus property to maximize state resources. SASP is also responsible for the administration of the Federal Surplus Program. Expenses incurred by SASP for operating the surplus property program are recovered through service charges applied to property acquired by eligible entities.

**3. PROGRAM LISTING (list programs included in this core funding)**

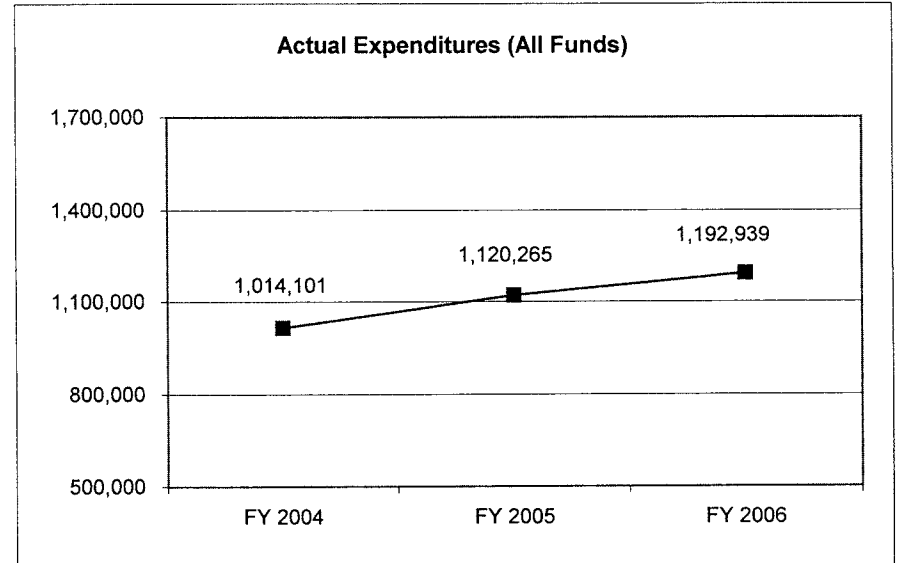
Surplus Property

**CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30985
<b>Division</b>	Purchasing & Materials Mgmt.		
<b>Core -</b>	Federal Surplus Property-Operating		

**4. FINANCIAL HISTORY**

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)	1,437,258	1,464,258	1,445,258	1,566,360
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1,437,258	1,464,258	1,445,258	N/A
Actual Expenditures (All Funds)	1,014,101	1,120,265	1,192,939	N/A
Unexpended (All Funds)	423,157	343,993	252,319	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	423,157	343,993	252,319	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

## CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION  
SURPLUS PROPERTY - OPERATING

## 5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>								
		PS	23.50	0	0	824,722	824,722	
		EE	0.00	0	0	736,638	736,638	
		PD	0.00	0	0	5,000	5,000	
		<b>Total</b>	<b>23.50</b>	<b>0</b>	<b>0</b>	<b>1,566,360</b>	<b>1,566,360</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Transfer Out	2644 9348	EE	0.00	0	0	(30,000)	(30,000)	To HB 13 for FMDC consolidation
Core Reduction	244 9347	PS	(1.50)	0	0	(36,088)	(36,088)	Vacant positions
<b>NET DEPARTMENT CHANGES</b>			<b>(1.50)</b>	<b>0</b>	<b>0</b>	<b>(66,088)</b>	<b>(66,088)</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		PS	22.00	0	0	788,634	788,634	
		EE	0.00	0	0	706,638	706,638	
		PD	0.00	0	0	5,000	5,000	
		<b>Total</b>	<b>22.00</b>	<b>0</b>	<b>0</b>	<b>1,500,272</b>	<b>1,500,272</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>								
		PS	22.00	0	0	788,634	788,634	
		EE	0.00	0	0	706,638	706,638	
		PD	0.00	0	0	5,000	5,000	
		<b>Total</b>	<b>22.00</b>	<b>0</b>	<b>0</b>	<b>1,500,272</b>	<b>1,500,272</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SURPLUS PROPERTY - OPERATING</b>								
<b>CORE</b>								
ADMIN OFFICE SUPPORT ASSISTANT	77,295	3.02	118,013	3.00	118,013	3.00	118,013	3.00
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	10,400	0.50	0	0.00	0	0.00
SR OFC SUPPORT ASST (KEYBRD)	22,406	1.02	39,520	1.00	39,520	1.00	39,520	1.00
STOREKEEPER I	63,630	2.74	78,624	3.00	78,624	3.00	78,624	3.00
STOREKEEPER II	108,552	4.00	129,792	4.00	129,792	4.00	129,792	4.00
SUPPLY MANAGER I	31,377	1.00	33,488	1.00	33,488	1.00	33,488	1.00
SUPPLY MANAGER II	26,907	0.80	35,568	1.00	35,568	1.00	35,568	1.00
ACCOUNT CLERK II	16,704	0.75	25,688	1.00	0	0.00	0	0.00
ACCOUNTING ANAL II	0	0.00	42,045	1.00	42,045	1.00	42,045	1.00
EXECUTIVE II	33,136	1.00	38,688	1.00	38,688	1.00	38,688	1.00
MAINTENANCE WORKER I	26,343	0.95	30,368	1.00	30,368	1.00	30,368	1.00
MAINTENANCE WORKER II	28,740	1.00	32,448	1.00	32,448	1.00	32,448	1.00
TRACTOR TRAILER DRIVER	66,065	2.19	73,216	2.00	73,216	2.00	73,216	2.00
MOTOR VEHICLE MECHANIC	31,392	1.00	36,608	1.00	36,608	1.00	36,608	1.00
FISCAL & ADMINISTRATIVE MGR B2	53,520	1.00	57,408	1.00	57,408	1.00	57,408	1.00
DESIGNATED PRINCIPAL ASST DIV	1,033	0.04	42,848	1.00	42,848	1.00	42,848	1.00
<b>TOTAL - PS</b>	<b>587,100</b>	<b>20.51</b>	<b>824,722</b>	<b>23.50</b>	<b>788,634</b>	<b>22.00</b>	<b>788,634</b>	<b>22.00</b>
TRAVEL, IN-STATE	3,769	0.00	10,000	0.00	10,000	0.00	10,000	0.00
TRAVEL, OUT-OF-STATE	13,490	0.00	25,000	0.00	25,000	0.00	25,000	0.00
FUEL & UTILITIES	24,021	0.00	30,000	0.00	4,000	0.00	4,000	0.00
SUPPLIES	66,434	0.00	70,000	0.00	70,000	0.00	70,000	0.00
PROFESSIONAL DEVELOPMENT	1,945	0.00	3,000	0.00	3,000	0.00	3,000	0.00
COMMUNICATION SERV & SUPP	9,918	0.00	14,000	0.00	10,000	0.00	10,000	0.00
PROFESSIONAL SERVICES	334,889	0.00	387,754	0.00	387,754	0.00	387,754	0.00
JANITORIAL SERVICES	1,651	0.00	4,000	0.00	4,000	0.00	4,000	0.00
M&R SERVICES	18,116	0.00	25,000	0.00	25,000	0.00	25,000	0.00
MOTORIZED EQUIPMENT	85,500	0.00	100,000	0.00	100,000	0.00	100,000	0.00
OFFICE EQUIPMENT	69	0.00	7,000	0.00	7,000	0.00	7,000	0.00
OTHER EQUIPMENT	595	0.00	2,000	0.00	2,000	0.00	2,000	0.00
PROPERTY & IMPROVEMENTS	0	0.00	10,000	0.00	10,000	0.00	10,000	0.00
REAL PROPERTY RENTALS & LEASES	2,275	0.00	2,000	0.00	2,000	0.00	2,000	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	2,000	0.00	2,000	0.00	2,000	0.00

**OFFICE OF ADMINISTRATION****DECISION ITEM DETAIL**

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SURPLUS PROPERTY - OPERATING</b>								
<b>CORE</b>								
MISCELLANEOUS EXPENSES	17,436	0.00	19,884	0.00	19,884	0.00	19,884	0.00
REBILLABLE EXPENSES	23,658	0.00	25,000	0.00	25,000	0.00	25,000	0.00
<b>TOTAL - EE</b>	<b>603,766</b>	<b>0.00</b>	<b>736,638</b>	<b>0.00</b>	<b>706,638</b>	<b>0.00</b>	<b>706,638</b>	<b>0.00</b>
REFUNDS	2,073	0.00	5,000	0.00	5,000	0.00	5,000	0.00
<b>TOTAL - PD</b>	<b>2,073</b>	<b>0.00</b>	<b>5,000</b>	<b>0.00</b>	<b>5,000</b>	<b>0.00</b>	<b>5,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$1,192,939</b>	<b>20.51</b>	<b>\$1,566,360</b>	<b>23.50</b>	<b>\$1,500,272</b>	<b>22.00</b>	<b>\$1,500,272</b>	<b>22.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$1,192,939	20.51	\$1,566,360	23.50	\$1,500,272	22.00	\$1,500,272	22.00

## PROGRAM DESCRIPTION

**Department:** Office of Administration

**Program Name:** Surplus Property

**Program is found in the following core budget(s):** Federal Surplus Property -Operating

**1. What does this program do?**

DPMM is responsible for operating state and federal surplus property programs as provided in Chapters 34 and 37 RSMo. The State Agency for Surplus Property (SASP) is responsible for the transfer and/or disposal of state agencies' surplus property to maximize state resources. SASP is also responsible for the administration of the Federal Surplus Property Program. Expenses incurred by SASP for operating the surplus property program are recovered through service charges applied to property acquired by eligible entities.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapters 34 and 37, RSMo

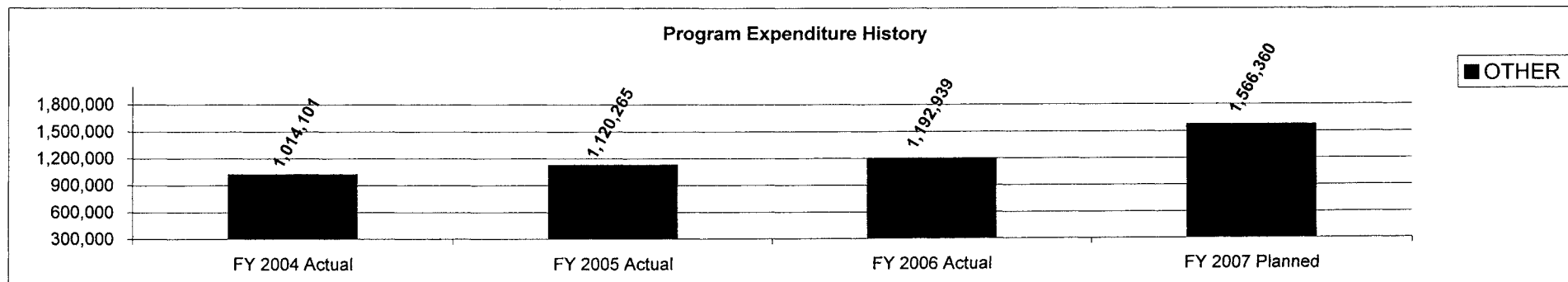
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

Federal Surplus Property Fund (0407)

## PROGRAM DESCRIPTION

**Department:** Office of Administration

**Program Name:** Surplus Property

**Program is found in the following core budget(s):** Federal Surplus Property -Operating

**7a. Provide an effectiveness measure.**

Acquisition costs of property received

<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY 2008</b>	<b>FY 2009</b>
<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Targeted</b>	<b>Targeted</b>
\$13,024,974	\$11,518,379	\$12,525,238	\$11,100,000	\$11,000,000	\$10,900,000

Acquisition costs of property transferred

<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY 2008</b>	<b>FY 2009</b>
<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Targeted</b>	<b>Targeted</b>
\$8,233,814	\$7,176,875	\$6,876,437	\$7,100,000	\$7,000,000	\$6,900,000

**7b. Provide an efficiency measure.**

Ratio of SASP overhead vs. federal surplus property acquired

<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY 2008</b>	<b>FY 2009</b>
<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Targeted</b>	<b>Targeted</b>
7.15%	8.68%	7.20%	5.9%	5.8%	5.7%

**7c. Provide the number of clients/individuals served, if applicable.**

n/a

**7d. Provide a customer satisfaction measure, if available.**

n/a

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>FIXED PRICE VEHICLE PROGRAM</b>									
<b>CORE</b>									
EXPENSE & EQUIPMENT									
FEDERAL SURPLUS PROPERTY	1,660,587	0.00	800,000	0.00	800,000	0.00	800,000	0.00	
TOTAL - EE	1,660,587	0.00	800,000	0.00	800,000	0.00	800,000	0.00	
<b>TOTAL</b>	<b>1,660,587</b>	<b>0.00</b>	<b>800,000</b>	<b>0.00</b>	<b>800,000</b>	<b>0.00</b>	<b>800,000</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$1,660,587</b>	<b>0.00</b>	<b>\$800,000</b>	<b>0.00</b>	<b>\$800,000</b>	<b>0.00</b>	<b>\$800,000</b>	<b>0.00</b>	



## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30990
<b>Division</b>	Purchasing & Materials Mgmt.		
<b>Core -</b>	Fixed Price Vehicle and Equipment Program		

**1. CORE FINANCIAL SUMMARY**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	800,000	800,000 E
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>800,000</b>	<b>800,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Federal Surplus Property Fund (0407)

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	800,000	800,000 E
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>800,000</b>	<b>800,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Federal Surplus Property Fund (0407)

**2. CORE DESCRIPTION**

This core request is for funding to acquire low mileage vehicles and construction equipment from the Federal Government to be resold to state agencies and eligible entities.

**3. PROGRAM LISTING (list programs included in this core funding)**

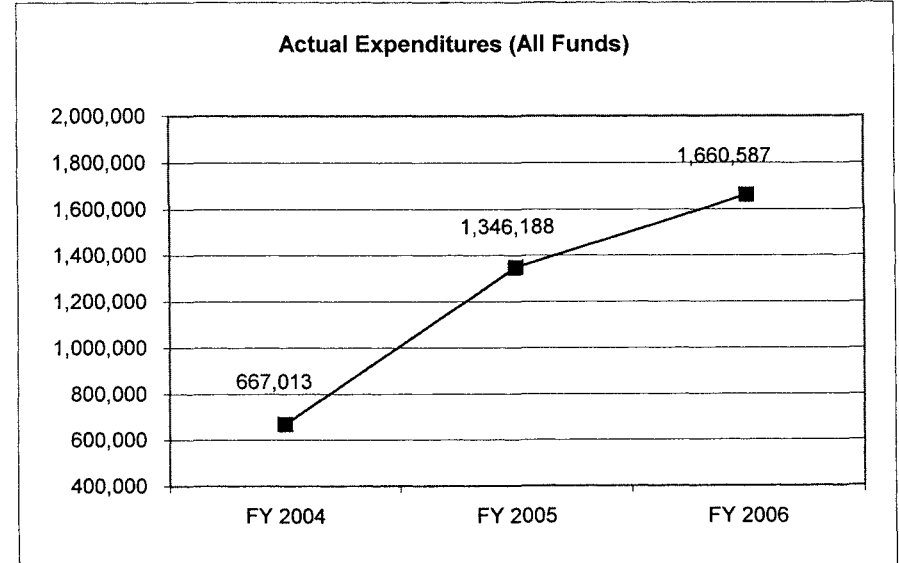
Fixed Price Vehicle and Equipment

**CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30990
<b>Division</b>	Purchasing & Materials Mgmt.		
<b>Core -</b>	Fixed Price Vehicle and Equipment Program		

**4. FINANCIAL HISTORY**

	<u>FY 2004 Actual</u>	<u>FY 2005 Actual</u>	<u>FY 2006 Actual</u>	<u>FY 2007 Current Yr.</u>
Appropriation (All Funds)	800,000	1,380,000	1,664,800	800,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	800,000	1,380,000	1,664,800	N/A
Actual Expenditures (All Funds)	667,013	1,346,188	1,660,587	N/A
Unexpended (All Funds)	132,987	33,812	4,213	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	132,987	33,812	4,213	N/A
		(1)	(2)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** (1) Estimated appropriation was increased by \$580,000 in FY 05  
(2) Estimated appropriation was increased by \$864,800 in FY 06

## CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION  
FIXED PRICE VEHICLE PROGRAM

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	800,000	800,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>800,000</b>	<b>800,000</b>	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	800,000	800,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>800,000</b>	<b>800,000</b>	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	800,000	800,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>800,000</b>	<b>800,000</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>FIXED PRICE VEHICLE PROGRAM</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	119	0.00	200	0.00	200	0.00	200	0.00
TRAVEL, OUT-OF-STATE	2,020	0.00	5,000	0.00	5,000	0.00	5,000	0.00
SUPPLIES	553	0.00	1,000	0.00	1,000	0.00	1,000	0.00
PROFESSIONAL SERVICES	38,362	0.00	40,000	0.00	40,000	0.00	40,000	0.00
M&R SERVICES	12,462	0.00	15,000	0.00	15,000	0.00	15,000	0.00
MISCELLANEOUS EXPENSES	0	0.00	200	0.00	200	0.00	200	0.00
REBILLABLE EXPENSES	1,607,071	0.00	738,600	0.00	738,600	0.00	738,600	0.00
<b>TOTAL - EE</b>	<b>1,660,587</b>	<b>0.00</b>	<b>800,000</b>	<b>0.00</b>	<b>800,000</b>	<b>0.00</b>	<b>800,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$1,660,587</b>	<b>0.00</b>	<b>\$800,000</b>	<b>0.00</b>	<b>\$800,000</b>	<b>0.00</b>	<b>\$800,000</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$1,660,587</b>	<b>0.00</b>	<b>\$800,000</b>	<b>0.00</b>	<b>\$800,000</b>	<b>0.00</b>	<b>\$800,000</b>	<b>0.00</b>

## PROGRAM DESCRIPTION

**Department:** Office of Administration

**Program Name:** Fixed Price Vehicle and Equipment

**Program is found in the following core budget(s):** Fixed Price Vehicle and Equipment

**1. What does this program do?**

This core request is for funding to acquire low mileage vehicles and construction equipment from the Federal Government to be resold to state agencies and eligible entities.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapter 37, RSMo

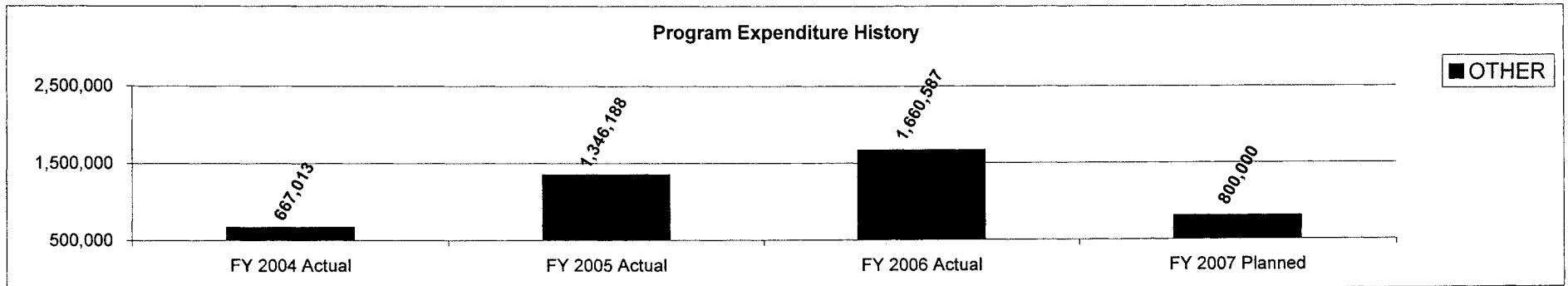
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

Federal Surplus Property Fund (0407)

## PROGRAM DESCRIPTION

**Department:** Office of Administration

**Program Name:** Fixed Price Vehicle and Equipment

**Program is found in the following core budget(s):** Fixed Price Vehicle and Equipment

**7a. Provide an effectiveness measure.**

Number of fixed price vehicles sold.

<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY 2008</b>	<b>FY 2009</b>
Actual	Actual	Actual	Projected	Targeted	Targeted
109	112	138	219	127	129

Number of vehicles obtained

<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY 2008</b>	<b>FY 2009</b>
Actual	Actual	Actual	Targeted	Targeted	Targeted
131	163	224	132	133	134

**7b. Provide an efficiency measure.**

Percentage of vehicles sold compared to number of vehicles obtained

<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY 2008</b>	<b>FY 2009</b>
Actual	Actual	Actual	Projected	Targeted	Targeted
85.5%	84.7%	97.8%	96%	97%	98%

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

## OFFICE OF ADMINISTRATION

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SURPLUS PROPERTY RECYCLING</b>								
<b>CORE</b>								
EXPENSE & EQUIPMENT								
FEDERAL SURPLUS PROPERTY	48,039	0.00	41,610	0.00	41,610	0.00	41,610	0.00
TOTAL - EE	48,039	0.00	41,610	0.00	41,610	0.00	41,610	0.00
<b>TOTAL</b>	<b>48,039</b>	<b>0.00</b>	<b>41,610</b>	<b>0.00</b>	<b>41,610</b>	<b>0.00</b>	<b>41,610</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$48,039</b>	<b>0.00</b>	<b>\$41,610</b>	<b>0.00</b>	<b>\$41,610</b>	<b>0.00</b>	<b>\$41,610</b>	<b>0.00</b>

### CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30960
<b>Division</b>	Purchasing & Materials Mgmt.		
<b>Core -</b>	Surplus Property Recycling		

#### 1. CORE FINANCIAL SUMMARY

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	41,610	41,610 E
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>41,610</b>	<b>41,610</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Federal Surplus Property Fund (0407)

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	41,610	41,610 E
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>41,610</b>	<b>41,610</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Federal Surplus Property Fund (0407)

#### 2. CORE DESCRIPTION

This core request is for funding to cover operating costs of the State's recycling program such as promotional/information materials and providing desk side/other containers to collect materials.

#### 3. PROGRAM LISTING (list programs included in this core funding)

Surplus Property Recycling

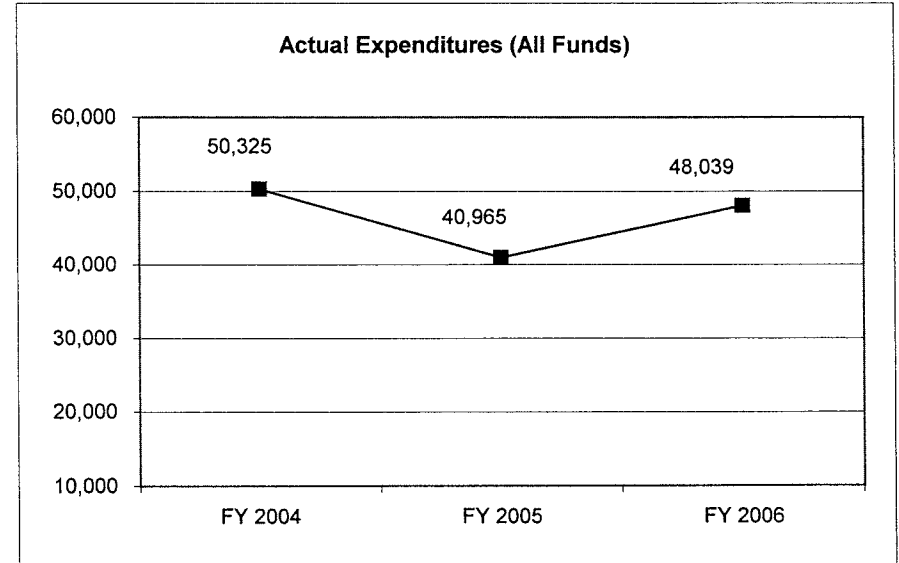


## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30960
<b>Division</b>	Purchasing & Materials Mgmt.		
<b>Core -</b>	Surplus Property Recycling		

## 4. FINANCIAL HISTORY

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)	54,500	43,000	53,000	41,610 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	54,500	43,000	53,000	N/A
Actual Expenditures (All Funds)	50,325	40,965	48,039	N/A
Unexpended (All Funds)	4,175	2,035	4,961	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	4,175	2,035	4,961	N/A
	(1)	(2)	(3)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

- (1) Estimated appropriation was increased by \$41,500
- (2) Estimated appropriation was increased by \$30,000
- (3) Estimated appropriation was increased by \$40,000

**CORE RECONCILIATION DETAIL**

**OFFICE OF ADMINISTRATION**  
**SURPLUS PROPERTY RECYCLING**

**5. CORE RECONCILIATION DETAIL**

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	EE	0.00	0	0	41,610	41,610	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>41,610</b>	<b>41,610</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	0	41,610	41,610	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>41,610</b>	<b>41,610</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	0	41,610	41,610	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>41,610</b>	<b>41,610</b>	

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SURPLUS PROPERTY RECYCLING</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	714	0.00	500	0.00	500	0.00	500	0.00
TRAVEL, OUT-OF-STATE	1,047	0.00	1,000	0.00	1,000	0.00	1,000	0.00
SUPPLIES	30,879	0.00	31,766	0.00	31,766	0.00	31,766	0.00
PROFESSIONAL DEVELOPMENT	3,080	0.00	5,000	0.00	5,000	0.00	5,000	0.00
COMMUNICATION SERV & SUPP	396	0.00	0	0.00	0	0.00	0	0.00
PROFESSIONAL SERVICES	1,067	0.00	1,344	0.00	1,344	0.00	1,344	0.00
M&R SERVICES	120	0.00	0	0.00	0	0.00	0	0.00
COMPUTER EQUIPMENT	29	0.00	0	0.00	0	0.00	0	0.00
OTHER EQUIPMENT	9,589	0.00	0	0.00	0	0.00	0	0.00
REAL PROPERTY RENTALS & LEASES	575	0.00	1,000	0.00	1,000	0.00	1,000	0.00
MISCELLANEOUS EXPENSES	543	0.00	1,000	0.00	1,000	0.00	1,000	0.00
<b>TOTAL - EE</b>	<b>48,039</b>	<b>0.00</b>	<b>41,610</b>	<b>0.00</b>	<b>41,610</b>	<b>0.00</b>	<b>41,610</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$48,039</b>	<b>0.00</b>	<b>\$41,610</b>	<b>0.00</b>	<b>\$41,610</b>	<b>0.00</b>	<b>\$41,610</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$48,039	0.00	\$41,610	0.00	\$41,610	0.00	\$41,610	0.00

## PROGRAM DESCRIPTION

**Department:** Office of Administration

**Program Name:** Surplus Property Recycling

**Program is found in the following core budget(s):** Surplus Property Recycling

	GS Operating Core	Transfers to DSS Energy Assistance Program	TOTAL
GR			0
FEDERAL			0
OTHER	41,610	20,000	61,610 E
<b>TOTAL</b>	<b>41,610</b>	<b>20,000</b>	<b>61,610</b>

### 1. What does this program do?

This program provides promotion/informational materials and collecting/recycling miscellaneous items. Also, the program assist state agencies with their internal recycling efforts.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapter 34 RSMo.

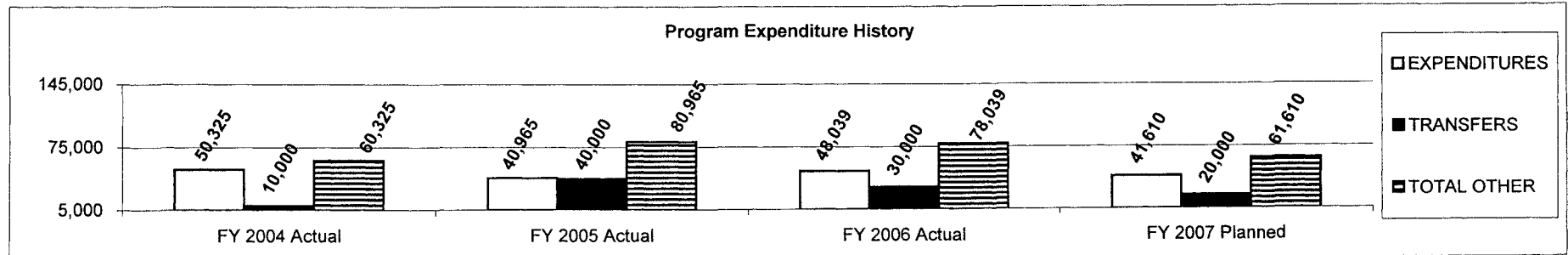
### 3. Are there federal matching requirements? If yes, please explain.

No

### 4. Is this a federally mandated program? If yes, please explain.

No

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



## PROGRAM DESCRIPTION

**Department:** Office of Administration

**Program Name:** Surplus Property Recycling

**Program is found in the following core budget(s):** Surplus Property Recycling

**6. What are the sources of the "Other " funds?**

Federal Surplus Property Fund (0407)

**7a. Provide an effectiveness measure.**

Recycling revenues received by the state

<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY 2008</b>	<b>FY 2009</b>
Actual	Actual	Actual	Projected	Targeted	Targeted
\$40,000	\$75,143	\$119,598	\$70,000	\$80,000	\$90,000

**7b. Provide an efficiency measure.**

Recycling collection tonnage

<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY2008</b>	<b>FY 2009</b>
Actual	Actual	Actual	Projected	Targeted	Targeted
1,400 tons	1,300 tons	1,827 tons	1,370 tons	1,400 tons	1,430 tons

Excess revenues transferred to the Department of Social Services

<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY 2008</b>	<b>FY 2009</b>
Actual	Actual	Actual	Projected	Targeted	Targeted
\$10,000	\$10,000	\$30,000	\$20,000	\$21,000	\$22,000

**7c. Provide the number of clients/individuals served, if applicable.**

n/a

**7d. Provide a customer satisfaction measure, if available.**

n/a

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>RECYCLING FUNDS TRANSFER</b>								
<b>CORE</b>								
FUND TRANSFERS								
FEDERAL SURPLUS PROPERTY	0	0.00	20,000	0.00	20,000	0.00	20,000	0.00
TOTAL - TRF	0	0.00	20,000	0.00	20,000	0.00	20,000	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>20,000</b>	<b>0.00</b>	<b>20,000</b>	<b>0.00</b>	<b>20,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$20,000</b>	<b>0.00</b>	<b>\$20,000</b>	<b>0.00</b>	<b>\$20,000</b>	<b>0.00</b>

## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30965
<b>Division</b>	Purchasing & Materials Management		
<b>Core -</b>	Surplus Property Recycling		

**1. CORE FINANCIAL SUMMARY**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	20,000	20,000 E
<b>Total</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>

FTE	0.00	0.00	0.00	0.00
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<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	20,000	20,000 E
<b>Total</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>

FTE	0.00	0.00	0.00	0.00
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<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Federal Surplus Property Fund (0407)

Other Funds: Federal Surplus Property Fund (0407)

**2. CORE DESCRIPTION**

Pursuant to Sections 660.100 to 660.135, RSMo, this appropriation facilitates the transfer of excess funds from the recycling program to the Department of Social Services (DSS) to be used by DSS for the heating assistance program. Proceeds from the sale of recycled materials may be used to offset costs of the recycling program, and any moneys in excess of costs incurred are transferred to DSS.

Transfers have been made regularly to the heating assistance program, but FY 2007 was the first year that a specific transfer appropriation was established for this purpose.

**3. PROGRAM LISTING (list programs included in this core funding)**

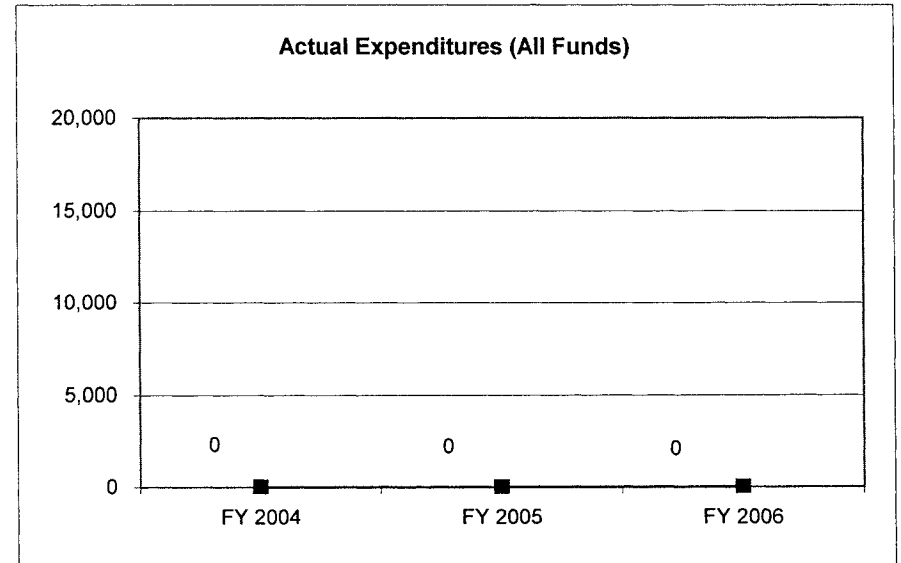
N/A

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30965
<b>Division</b>	Purchasing & Materials Management		
<b>Core -</b>	Surplus Property Recycling		

## 4. FINANCIAL HISTORY

	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Current Yr.
Appropriation (All Funds)	0	0	0	20,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	0	0	0	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** Transfers have been made regularly to the heating assistance program, but FY 2007 was the first year that a specific transfer appropriation was established for this purpose.



## CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION  
RECYCLING FUNDS TRANSFER

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	0	0	20,000	20,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>	
DEPARTMENT CORE REQUEST							
	TRF	0.00	0	0	20,000	20,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	0	0	20,000	20,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
RECYCLING FUNDS TRANSFER								
CORE								
FUND TRANSFERS	0	0.00	20,000	0.00	20,000	0.00	20,000	0.00
TOTAL - TRF	0	0.00	20,000	0.00	20,000	0.00	20,000	0.00
GRAND TOTAL	\$0	0.00	\$20,000	0.00	\$20,000	0.00	\$20,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$20,000	0.00	\$20,000	0.00	\$20,000	0.00

## OFFICE OF ADMINISTRATION

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SURPLUS PROPERTY SALE PROCEED</b>								
<b>CORE</b>								
EXPENSE & EQUIPMENT								
PROCEEDS OF SURPLUS PROPERTY	54,224	0.00	48,800	0.00	48,800	0.00	48,800	0.00
TOTAL - EE	54,224	0.00	48,800	0.00	48,800	0.00	48,800	0.00
PROGRAM-SPECIFIC								
PROCEEDS OF SURPLUS PROPERTY	151,029	0.00	0	0.00	41,200	0.00	41,200	0.00
TOTAL - PD	151,029	0.00	0	0.00	41,200	0.00	41,200	0.00
<b>TOTAL</b>	<b>205,253</b>	<b>0.00</b>	<b>48,800</b>	<b>0.00</b>	<b>90,000</b>	<b>0.00</b>	<b>90,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$205,253</b>	<b>0.00</b>	<b>\$48,800</b>	<b>0.00</b>	<b>\$90,000</b>	<b>0.00</b>	<b>\$90,000</b>	<b>0.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SURPLUS PROPERTY SALE FUND-TRF</b>								
<b>CORE</b>								
FUND TRANSFERS								
PROCEEDS OF SURPLUS PROPERTY	684,194	0.00	1,041,200	0.00	1,000,000	0.00	1,000,000	0.00
TOTAL - TRF	684,194	0.00	1,041,200	0.00	1,000,000	0.00	1,000,000	0.00
<b>TOTAL</b>	<b>684,194</b>	<b>0.00</b>	<b>1,041,200</b>	<b>0.00</b>	<b>1,000,000</b>	<b>0.00</b>	<b>1,000,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$684,194</b>	<b>0.00</b>	<b>\$1,041,200</b>	<b>0.00</b>	<b>\$1,000,000</b>	<b>0.00</b>	<b>\$1,000,000</b>	<b>0.00</b>

## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30985
<b>Division</b>	Purchasing & Materials Mgmt		
<b>Core -</b>	Surplus Property Proceeds/Transfer		

**1. CORE FINANCIAL SUMMARY**

	FY 2008 Budget Request				
	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	48,800	48,800	E
PSD	0	0	41,200	41,200	E
TRF	0	0	1,000,000	1,000,000	E
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1,090,000</b>	<b>1,090,000</b>	
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Proceeds of Surplus Property Sales Fund (0710)

	FY 2008 Governor's Recommendation				
	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	48,800	48,800	E
PSD	0	0	41,200	41,200	E
TRF	0	0	1,000,000	1,000,000	E
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1,090,000</b>	<b>1,090,000</b>	
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Proceeds of Surplus Property Sales Fund (0710)

**2. CORE DESCRIPTION**

To pay the costs of conducting state surplus property sales. Expenses for state surplus property operations included auctioneer fees, advertising and travel expenses. In addition, reimbursement is made for use of office space and equipment. Also, this appropriation is for the distribution of state surplus property proceeds by transfer to the state funds from which the property was originally purchased.

**3. PROGRAM LISTING (list programs included in this core funding)**

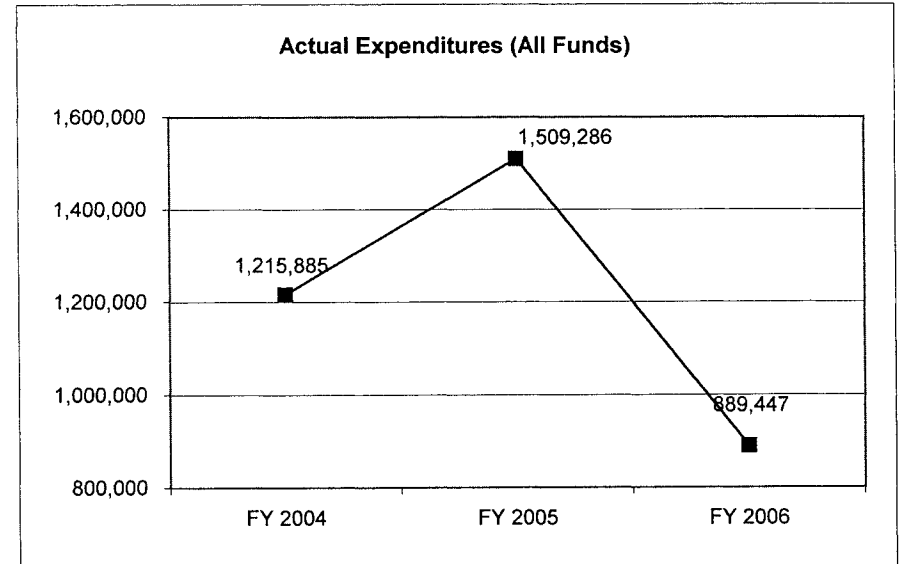
Surplus Property Proceeds/Transfer

**CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30985
<b>Division</b>	Purchasing & Materials Mgmt		
<b>Core -</b>	Surplus Property Proceeds/Transfer		

**4. FINANCIAL HISTORY**

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)	1,220,000	1,513,980	1,247,000	1,090,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1,220,000	1,513,980	1,247,000	N/A
Actual Expenditures (All Funds)	1,215,885	1,509,286	889,447	N/A
Unexpended (All Funds)	4,115	4,694	357,553	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	4,115	4,694	357,553	N/A
	<b>(1)</b>	<b>(2)</b>	<b>(3)</b>	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

- (1) Estimated appropriation increased by \$130,000
- (2) Estimated appropriation increased by \$423,980
- (3) Estimated appropriation increased by \$157,000

## CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION  
SURPLUS PROPERTY SALE PROCEED

## 5. CORE RECONCILIATION DETAIL

				Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>										
				EE	0.00	0	0	48,800	48,800	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>48,800</b>	<b>48,800</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>										
Core Reallocation	246	1576	PD		0.00	0	0	41,200	41,200	From surplus sales transfer. Sales proceeds to a number of higher education facilities need to be written by check vs appropriated transfer.
<b>NET DEPARTMENT CHANGES</b>					<b>0.00</b>	<b>0</b>	<b>0</b>	<b>41,200</b>	<b>41,200</b>	
<b>DEPARTMENT CORE REQUEST</b>										
				EE	0.00	0	0	48,800	48,800	
				PD	0.00	0	0	41,200	41,200	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>90,000</b>	<b>90,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>										
				EE	0.00	0	0	48,800	48,800	
				PD	0.00	0	0	41,200	41,200	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>90,000</b>	<b>90,000</b>	

## CORE RECONCILIATION DETAIL

### OFFICE OF ADMINISTRATION SURPLUS PROPERTY SALE FUND-TRF

#### 5. CORE RECONCILIATION DETAIL

				Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>										
				TRF	0.00	0	0	1,041,200	1,041,200	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1,041,200</b>	<b>1,041,200</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>										
Core Reallocation	247	T975	TRF		0.00	0	0	(41,200)	(41,200)	To surplus sales expenditures. Sales proceeds to a number of higher education facilities need to be written by check vs appropriated transfer.
<b>NET DEPARTMENT CHANGES</b>					<b>0.00</b>	<b>0</b>	<b>0</b>	<b>(41,200)</b>	<b>(41,200)</b>	
<b>DEPARTMENT CORE REQUEST</b>										
				TRF	0.00	0	0	1,000,000	1,000,000	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>	<b>1,000,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>										
				TRF	0.00	0	0	1,000,000	1,000,000	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>	<b>1,000,000</b>	



## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SURPLUS PROPERTY SALE PROCEED</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	0	0.00	500	0.00	500	0.00	500	0.00
SUPPLIES	1,382	0.00	6,300	0.00	6,300	0.00	6,300	0.00
PROFESSIONAL SERVICES	39,605	0.00	30,500	0.00	30,500	0.00	30,500	0.00
M&R SERVICES	0	0.00	500	0.00	500	0.00	500	0.00
EQUIPMENT RENTALS & LEASES	980	0.00	2,000	0.00	2,000	0.00	2,000	0.00
MISCELLANEOUS EXPENSES	12,257	0.00	9,000	0.00	9,000	0.00	9,000	0.00
<b>TOTAL - EE</b>	<b>54,224</b>	<b>0.00</b>	<b>48,800</b>	<b>0.00</b>	<b>48,800</b>	<b>0.00</b>	<b>48,800</b>	<b>0.00</b>
PROGRAM DISTRIBUTIONS	146,499	0.00	0	0.00	41,200	0.00	41,200	0.00
REFUNDS	4,530	0.00	0	0.00	0	0.00	0	0.00
<b>TOTAL - PD</b>	<b>151,029</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>41,200</b>	<b>0.00</b>	<b>41,200</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$205,253</b>	<b>0.00</b>	<b>\$48,800</b>	<b>0.00</b>	<b>\$90,000</b>	<b>0.00</b>	<b>\$90,000</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$205,253</b>	<b>0.00</b>	<b>\$48,800</b>	<b>0.00</b>	<b>\$90,000</b>	<b>0.00</b>	<b>\$90,000</b>	<b>0.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SURPLUS PROPERTY SALE FUND-TRF</b>								
<b>CORE</b>								
FUND TRANSFERS	684,194	0.00	1,041,200	0.00	1,000,000	0.00	1,000,000	0.00
TOTAL - TRF	684,194	0.00	1,041,200	0.00	1,000,000	0.00	1,000,000	0.00
<b>GRAND TOTAL</b>	<b>\$684,194</b>	<b>0.00</b>	<b>\$1,041,200</b>	<b>0.00</b>	<b>\$1,000,000</b>	<b>0.00</b>	<b>\$1,000,000</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$684,194	0.00	\$1,041,200	0.00	\$1,000,000	0.00	\$1,000,000	0.00

## PROGRAM DESCRIPTION

**Department: Office of Administration**

**Program Name: Purchasing & Materials Mgmt.**

**Program is found in the following core budget(s): Surplus Property Proceeds/Transfer**

**1. What does this program do?**

Chapter 34 RSMo authorizes OA to transfer state surplus property between state agencies, distribute state surplus property to eligible entities, and to sell state surplus property, which is not transferred or distributed, to the general public by auction or sealed bid. Per 37.090 RSMo, a fund was established to pay the costs of conducting state surplus property sales and to distribute the monies received in excess of costs to the fund which purchased the item that was sold. Expenses for state surplus property operations include auctioneer fees, advertising and travel expenses. In addition, reimbursement is made for use of office space and equipment.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapters 34 & 37 RSMo

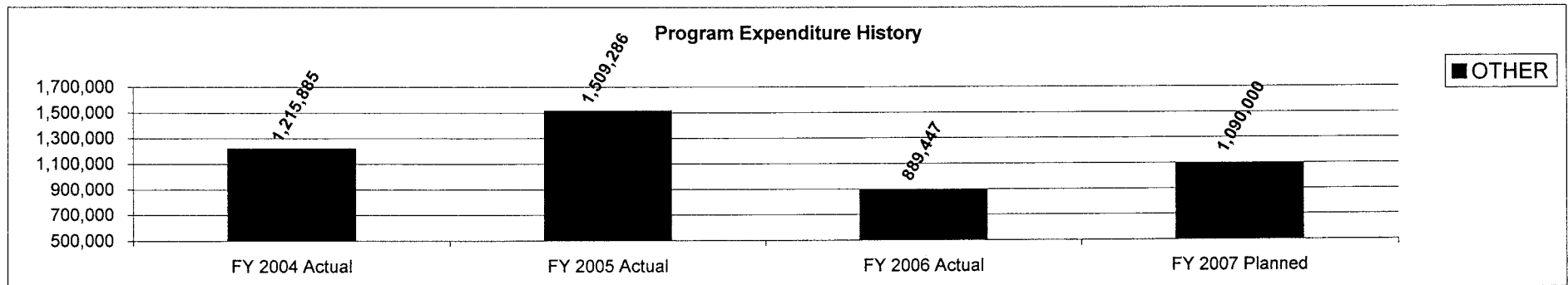
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

Proceeds of Surplus Property Sales Fund (0710)

## PROGRAM DESCRIPTION

**Department: Office of Administration**

**Program Name: Purchasing & Materials Mgmt.**

**Program is found in the following core budget(s): Surplus Property Proceeds/Transfer**

**7a. Provide an effectiveness measure.**

Number of invoices (transfers of state surplus property to state agencies/other eligible entities).

<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY 2008</b>	<b>FY 2009</b>
<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Targeted</b>	<b>Targeted</b>
492	518	549	540	550	560

**7b. Provide an efficiency measure.**

Revenues transferred to back to state agencies after sale of property

<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY 2008</b>	<b>FY 2009</b>
<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Targeted</b>	<b>Targeted</b>
\$994,900	\$1,003,073	\$991,732	\$1,150,000	\$1,200,000	\$1,250,000

**7c. Provide the number of clients/individuals served, if applicable.**

n/a

**7d. Provide a customer satisfaction measure, if available.**

n/a



# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>MANSION DONATIONS</b>								
<b>CORE</b>								
EXPENSE & EQUIPMENT								
STATE FACILITY MAINT & OPERAT	0	0.00	30,000	0.00	30,000	0.00	30,000	0.00
TOTAL - EE	0	0.00	30,000	0.00	30,000	0.00	30,000	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>30,000</b>	<b>0.00</b>	<b>30,000</b>	<b>0.00</b>	<b>30,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$30,000</b>	<b>0.00</b>	<b>\$30,000</b>	<b>0.00</b>	<b>\$30,000</b>	<b>0.00</b>

## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31042C
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core -</b>	Governor's Mansion Donation		

**1. CORE FINANCIAL SUMMARY**

	FY 2008 Budget Request				
	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	30,000	30,000	E
PSD	0	0	0	0	
TRF	0	0	0	0	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>30,000</b>	
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: State Facility Maintenance and Operation Fund (0501)  
Note: An "E" is requested for the other fund

	FY 2008 Governor's Recommendation				
	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	30,000	30,000	E
PSD	0	0	0	0	
TRF	0	0	0	0	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>30,000</b>	
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: State Facility Maintenance and Operation Fund (050)  
Note: An "E" is requested for the other fund

**2. CORE DESCRIPTION**

This appropriation provides authority to spend donated funds in support of maintenance, renovations, and operations at the Executive Mansion and grounds.

Additionally, the Mansion Donations Fund is a revolving fund that can be used for voluntary contributions and donations to the Board of Public Buildings on behalf of the Governor's Mansion, and will be available to pay costs associated with public events at the Mansion. Contributions can be made by visitors to the Governor's Mansion, and monies can be expended for the public purpose of sponsoring cultural and educational events for the citizens of the State of Missouri. Such monies can also be expended for the purpose of allowing citizen groups to hold functions at the Mansion.

**3. PROGRAM LISTING (list programs included in this core funding)**

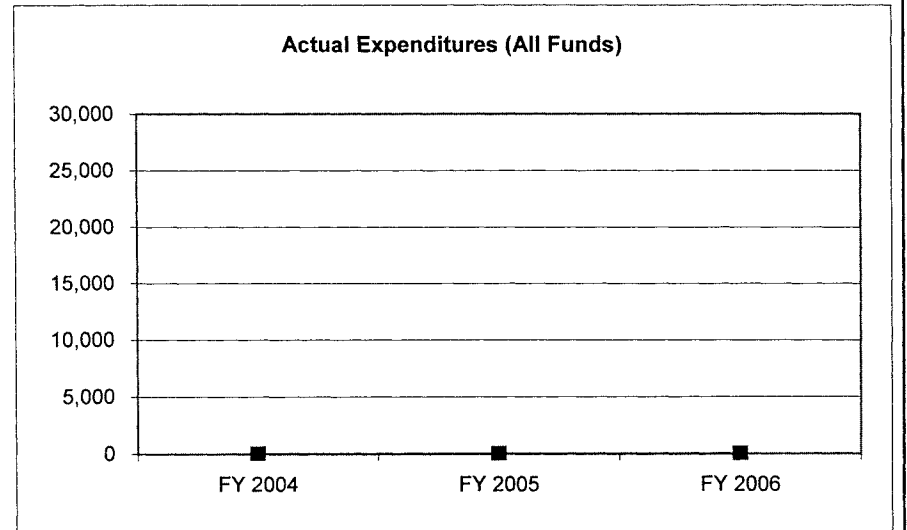
N/A

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31042C
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core -</b>	Governor's Mansion Donation		

## 4. FINANCIAL HISTORY

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>	
Appropriation (All Funds)	30,000	30,000	30,000	30,000	E
Less Reverted (All Funds)	0	0	0	N/A	
Budget Authority (All Funds)	30,000	30,000	30,000	N/A	
Actual Expenditures (All Funds)	0	0	0	N/A	
Unexpended (All Funds)	30,000	30,000	30,000	N/A	
Unexpended, by Fund:					
General Revenue	0	0	0	N/A	
Federal	0	0	0	N/A	
Other	0	0	0	N/A	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

## **NOTES:**



## CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION

MANSION DONATIONS

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	30,000	30,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>30,000</b>	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	30,000	30,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>30,000</b>	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	30,000	30,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>30,000</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>MANSION DONATIONS</b>								
<b>CORE</b>								
SUPPLIES	0	0.00	5,000	0.00	5,000	0.00	5,000	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	5,000	0.00	5,000	0.00	5,000	0.00
PROFESSIONAL SERVICES	0	0.00	5,000	0.00	5,000	0.00	5,000	0.00
MISCELLANEOUS EXPENSES	0	0.00	15,000	0.00	15,000	0.00	15,000	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>30,000</b>	<b>0.00</b>	<b>30,000</b>	<b>0.00</b>	<b>30,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$30,000</b>	<b>0.00</b>	<b>\$30,000</b>	<b>0.00</b>	<b>\$30,000</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$30,000</b>	<b>0.00</b>	<b>\$30,000</b>	<b>0.00</b>	<b>\$30,000</b>	<b>0.00</b>

## OFFICE OF ADMINISTRATION

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>CORE</b>								
PERSONAL SERVICES								
STATE FACILITY MAINT & OPERAT	4,089,757	133.48	9,610,523	254.69	8,784,477	520.00	8,784,477	520.00
TOTAL - PS	4,089,757	133.48	9,610,523	254.69	8,784,477	520.00	8,784,477	520.00
EXPENSE & EQUIPMENT								
STATE FACILITY MAINT & OPERAT	11,454,724	0.00	15,318,765	0.00	15,110,865	0.00	15,110,865	0.00
TOTAL - EE	11,454,724	0.00	15,318,765	0.00	15,110,865	0.00	15,110,865	0.00
PROGRAM-SPECIFIC								
STATE FACILITY MAINT & OPERAT	208,012	0.00	100	0.00	208,000	0.00	208,000	0.00
TOTAL - PD	208,012	0.00	100	0.00	208,000	0.00	208,000	0.00
<b>TOTAL</b>	<b>15,752,493</b>	<b>133.48</b>	<b>24,929,388</b>	<b>254.69</b>	<b>24,103,342</b>	<b>520.00</b>	<b>24,103,342</b>	<b>520.00</b>
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
PERSONAL SERVICES								
STATE FACILITY MAINT & OPERAT	0	0.00	0	0.00	0	0.00	555,625	0.00
TOTAL - PS	0	0.00	0	0.00	0	0.00	555,625	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>555,625</b>	<b>0.00</b>
<b>Newly Acquired Facility - 1300014</b>								
EXPENSE & EQUIPMENT								
STATE FACILITY MAINT & OPERAT	0	0.00	0	0.00	86,785	0.00	86,785	0.00
TOTAL - EE	0	0.00	0	0.00	86,785	0.00	86,785	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>86,785</b>	<b>0.00</b>	<b>86,785</b>	<b>0.00</b>
<b>Institutional Consolidation - 1300018</b>								
PERSONAL SERVICES								
STATE FACILITY MAINT & OPERAT	0	0.00	0	0.00	9,736,296	0.00	9,736,296	0.00
TOTAL - PS	0	0.00	0	0.00	9,736,296	0.00	9,736,296	0.00
EXPENSE & EQUIPMENT								
STATE FACILITY MAINT & OPERAT	0	0.00	0	0.00	52,951,147	0.00	52,951,147	0.00
TOTAL - EE	0	0.00	0	0.00	52,951,147	0.00	52,951,147	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>62,687,443</b>	<b>0.00</b>	<b>62,687,443</b>	<b>0.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
FMDC Additional Consolidation - 1300036								
EXPENSE & EQUIPMENT								
STATE FACILITY MAINT & OPERAT	0	0.00	0	0.00	224,262	0.00	224,262	0.00
TOTAL - EE	0	0.00	0	0.00	224,262	0.00	224,262	0.00
TOTAL	0	0.00	0	0.00	224,262	0.00	224,262	0.00
GRAND TOTAL	\$15,752,493	133.48	\$24,929,388	254.69	\$87,101,832	520.00	\$87,657,457	520.00

## CORE DECISION ITEM

<b>Department</b>	Office of Administration				<b>Budget Unit</b>	31041C			
<b>Division</b>	Facilities Management, Design and Construction								
<b>Core -</b>	Asset Management								
<b>1. CORE FINANCIAL SUMMARY</b>									
	<b>FY 2008 Budget Request</b>					<b>FY 2008 Governor's Recommendation</b>			
	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>		<b>GR</b>	<b>Fed</b>	<b>Other</b>	<b>Total</b>
PS	0	0	8,784,477	8,784,477	PS	0	0	8,784,477	8,784,477
EE	0	0	15,110,865	15,110,865	EE	0	0	15,110,865	15,110,865
PSD	0	0	208,000	208,000	PSD	0	0	208,000	208,000
TRF	0	0	0	0	TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>24,103,342</b>	<b>24,103,342</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>24,103,342</b>	<b>24,103,342</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>520.00</b>	<b>520.00</b>	<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>520.00</b>	<b>520.00</b>
<b>Est. Fringe</b>	<b>0</b>	<b>0</b>	<b>4,300,880</b>	<b>4,300,880</b>	<b>Est. Fringe</b>	<b>0</b>	<b>0</b>	<b>4,300,880</b>	<b>4,300,880</b>
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and</i>				
<b>Other Funds:</b>	State Facility Maintenance & Operations Fund (0501)				<b>Other Funds:</b>	State Facility Maintenance & Operations Fund (0501)			
<b>2. CORE DESCRIPTION</b>									
<p>Since the merger of Facilities Management and Design and Construction by the Governor (Executive Order 05-08) we have refocused the mission of the organization from delivering construction projects, negotiating leases and managing buildings into a new vision of asset management. By focusing on identifying and reduction of deferred maintenance, bringing to bear new technology to manage our assets and using full range of procurement tools to efficiently and effectively improve the condition of the state real estate portfolio we will reduce operating cost. Well maintained facilities are cheaper to operate.</p> <p>DFMDC provides professional services to assist state entities in meeting their facility needs for the benefit of the public. These services include: Real Estate Services, Portfolio Management, Facility Management, Project Management, Contract Management, Facility Condition Assessment, Space Management, Space Standards, Statewide Master Plan and Energy Management. The institutional consolidations of fuel &amp; utility dollars and maintenance and repair dollars have been transferred to DFMDC in FY08.</p>									
<b>3. PROGRAM LISTING (list programs included in this core funding)</b>									
Asset Management									

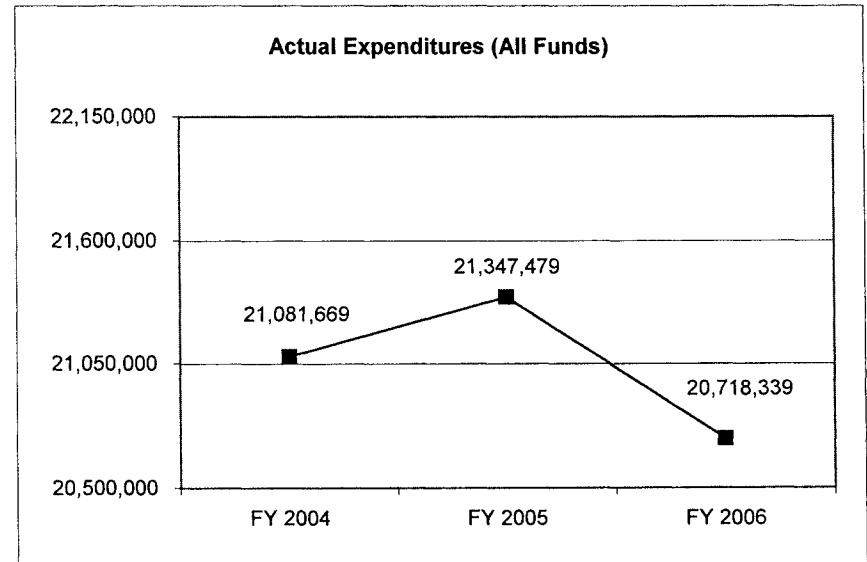
**CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31041C
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core -</b>	Asset Management		

**4. FINANCIAL HISTORY**

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)	22,892,294	22,460,411	21,136,498	24,929,388
Less Reverted (All Funds)	(533,586)	(632,087)	(59,644)	N/A
Budget Authority (All Funds)	22,358,708	21,828,324	21,076,854	N/A
Actual Expenditures (All Funds)	21,081,669	21,347,479	20,718,339	N/A
Unexpended (All Funds)	1,277,039	480,845	358,515	N/A
Unexpended, by Fund:				
General Revenue	10,506	98,481	999	N/A
Federal	0	0	0	N/A
Other	1,266,533	382,364	357,516	N/A

(1)



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** (1) Energy Appropriation Authority of \$292,336.

## CORE RECONCILIATION DETAIL

## OFFICE OF ADMINISTRATION

## ASSET MANAGEMENT

## 5. CORE RECONCILIATION DETAIL

			Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>									
			PS	254.69	0	0	9,610,523	9,610,523	
			EE	0.00	0	0	15,318,765	15,318,765	
			PD	0.00	0	0	100	100	
			<b>Total</b>	<b>254.69</b>	<b>0</b>	<b>0</b>	<b>24,929,388</b>	<b>24,929,388</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>									
Transfer In	1273 2605	PS		9.00	0	0	0	0	0 From DPS-Hwy Patrol for FMDC Consolidation
Transfer In	1274 2605	PS		9.00	0	0	0	0	0 From DESE for FMDC Consolidation
Transfer In	1275 2605	PS		59.00	0	0	0	0	0 From DMH for FMDC Consolidation
Transfer In	1276 2605	PS		23.00	0	0	0	0	0 From DSS for FMDC Consolidation
Transfer In	1277 2605	PS		184.00	0	0	0	0	0 From DOC for FMDC Consolidation
Core Reduction	1267 2605	PS		(14.69)	0	0	(826,046)	(826,046)	To realize efficiencies through privatization
Core Reallocation	1198 2605	PS		0.00	0	0	0	0	EE to PD object class to reflect planned spending
Core Reallocation	1198 2148	EE		0.00	0	0	(207,900)	(207,900)	EE to PD object class to reflect planned spending
Core Reallocation	1198 2148	PD		0.00	0	0	207,900	207,900	EE to PD object class to reflect planned spending
Core Reallocation	1264 2605	PS		(1.00)	0	0	0	0	To Human Resources for FMDC consolidation admin
Core Reallocation	1265 2605	PS		(2.00)	0	0	0	0	To Accounting for FMDC consolidation admin
Core Reallocation	1266 2605	PS		(1.00)	0	0	0	0	To Off of Supplier & Wkfrce Div, no add'l dollars
Core Reallocation	2040 2605	PS		0.00	0	0	(0)	(0)	
<b>NET DEPARTMENT CHANGES</b>				<b>265.31</b>	<b>0</b>	<b>0</b>	<b>(826,046)</b>	<b>(826,046)</b>	

**CORE RECONCILIATION DETAIL**

**OFFICE OF ADMINISTRATION**  
**ASSET MANAGEMENT**

**5. CORE RECONCILIATION DETAIL**

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>DEPARTMENT CORE REQUEST</b>							
	PS	520.00	0	0	8,784,477	8,784,477	
	EE	0.00	0	0	15,110,865	15,110,865	
	PD	0.00	0	0	208,000	208,000	
	<b>Total</b>	<b>520.00</b>	<b>0</b>	<b>0</b>	<b>24,103,342</b>	<b>24,103,342</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PS	520.00	0	0	8,784,477	8,784,477	
	EE	0.00	0	0	15,110,865	15,110,865	
	PD	0.00	0	0	208,000	208,000	
	<b>Total</b>	<b>520.00</b>	<b>0</b>	<b>0</b>	<b>24,103,342</b>	<b>24,103,342</b>	



## FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 31041C	<b>DEPARTMENT:</b> Office of Administration
<b>BUDGET UNIT NAME:</b> DFMD Asset Management	<b>DIVISION:</b> Facilities Management, Design and Construction
<b>1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.</b>	
<b>DEPARTMENT REQUEST</b>	
PS/EE flexibility would allow the Division of Facilities Management, Design and Construction's ability to adjust funding to match varying asset management needs and costs, especially with the institutional management consolidation of fuel & utility dollars and maintenance & repair dollars statewide. Other Funds: State Facility Maintenance and Operations Fund (0501)	
<b>2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.</b>	
<b>PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED</b>	<b>CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED</b>
\$208,387	\$0.00
<b>BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED</b>	
100% flexibility between PS and E&E	
<b>3. Please explain how flexibility was used in the prior and/or current years.</b>	
<b>PRIOR YEAR EXPLAIN ACTUAL USE</b>	<b>CURRENT YEAR EXPLAIN PLANNED USE</b>
Flexibility was used to cover the cost of natural gas increases.	Flexibility may be use to redirect PS/E&E to efficiently conduct asset management needs and costs.

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>CORE</b>								
SALARIES & WAGES	0	0.00	0	0.00	0	0.00	0	0.00
SR OFC SUPPORT ASST (CLERICAL)	42,140	1.81	75,043	3.00	73,008	3.00	73,008	3.00
ADMIN OFFICE SUPPORT ASSISTANT	47,541	1.75	85,875	3.00	58,776	2.00	58,776	2.00
GENERAL OFFICE ASSISTANT	3,712	0.17	0	0.00	0	0.00	0	0.00
OFFICE SUPPORT ASST (KEYBRD)	51,742	2.39	112,348	5.00	79,416	7.25	79,416	7.25
SR OFC SUPPORT ASST (KEYBRD)	105,743	4.31	232,852	9.00	272,588	12.75	272,588	12.75
STOREKEEPER I	50,950	2.13	50,756	2.00	50,808	2.00	50,808	2.00
STOREKEEPER II	24,276	1.00	26,757	1.00	26,757	3.00	26,757	3.00
SUPPLY MANAGER I	61,680	2.00	64,147	2.00	64,152	3.00	64,152	3.00
SUPPLY MANAGER II	32,004	1.00	33,284	1.00	33,288	2.00	33,288	2.00
STATE LEASING COOR	0	0.00	236,920	5.00	240,600	5.00	240,600	5.00
ACCOUNT CLERK II	17,832	0.75	151,095	6.00	194,736	8.00	194,736	8.00
ACCOUNTANT I	0	0.00	60,154	2.00	85,140	7.00	85,140	7.00
ACCOUNTANT II	31,108	0.79	120,318	3.00	118,198	4.00	118,198	4.00
BUDGET ANAL III	0	0.00	44,466	1.00	0	0.00	0	0.00
EXECUTIVE I	26,808	1.00	27,880	1.00	29,388	1.00	29,388	1.00
EXECUTIVE II	33,183	0.79	130,778	3.00	133,416	4.00	133,416	4.00
BUILDING MGR I	36,782	1.07	35,793	1.00	35,796	1.00	35,796	1.00
BUILDING MGR II	0	0.00	0	0.00	0	1.00	0	1.00
MANAGEMENT ANALYSIS SPEC II	0	0.00	43,758	1.00	43,598	1.00	43,598	1.00
PLANNER I	24,311	0.58	0	0.00	0	0.00	0	0.00
SECURITY OFCR I	27,625	1.17	0	0.00	0	0.00	0	0.00
SECURITY OFCR III	33,116	1.20	28,367	1.00	0	0.00	0	0.00
TELECOMMUN TECH II	0	0.00	31,500	1.00	31,500	1.00	31,500	1.00
TELECOMMUN ANAL IV	0	0.00	44,466	1.00	44,472	1.00	44,472	1.00
HORTICULTURIST	0	0.00	36,479	1.00	36,480	1.00	36,480	1.00
CUSTODIAL WORKER I	2,419	0.12	0	0.00	0	2.00	0	2.00
CUSTODIAL WORKER II	44,033	2.04	46,688	2.00	22,776	1.00	22,776	1.00
CUSTODIAL WORK SPV	70,490	3.17	71,797	3.00	96,864	4.00	96,864	4.00
HOUSEKEEPER I	57,678	2.28	54,350	2.00	54,350	3.00	54,350	3.00
HOUSEKEEPER II	53,500	1.79	61,464	2.00	62,484	2.00	62,484	2.00
CAPITAL IMPROVEMENTS SPEC I	0	0.00	0	0.00	0	2.00	0	2.00

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>CORE</b>								
CAPITAL IMPROVEMENTS SPEC II	0	0.00	0	0.00	0	1.00	0	1.00
CONTRACT SPEC I (OFC OF ADM)	0	0.00	31,815	1.00	32,652	1.00	32,652	1.00
CONTRACT SPEC II (OFC OF ADM)	0	0.00	78,649	2.00	39,325	2.00	39,325	2.00
TECHNICAL ASSISTANT IV	0	0.00	36,708	1.00	37,200	1.00	37,200	1.00
DESIGN ENGR I	0	0.00	44,466	1.00	0	0.00	0	0.00
DESIGN ENGR II	0	0.00	106,854	2.00	0	0.00	0	0.00
DESIGN ENGR III	0	0.00	351,100	6.00	243,804	4.00	243,804	4.00
ARCHITECT II	49,272	1.00	105,793	2.00	105,793	2.00	105,793	2.00
ARCHITECT III	0	0.00	115,003	2.00	115,003	2.00	115,003	2.00
DESIGNER II	77,292	2.00	122,666	3.00	158,340	4.00	158,340	4.00
DESIGNER III	0	0.00	52,354	1.00	52,356	1.00	52,356	1.00
LABORER I	143,606	7.53	162,914	7.50	124,236	7.25	124,236	7.25
LABORER II	44,073	2.06	46,738	2.00	69,948	4.00	69,948	4.00
LABOR SPV	53,822	2.03	57,982	2.00	56,515	2.00	56,515	2.00
GROUNDSKEEPER I	0	0.00	0	0.00	0	2.00	0	2.00
MAINTENANCE WORKER I	46,117	2.01	49,795	2.00	49,795	8.00	49,795	8.00
MAINTENANCE WORKER II	353,232	13.34	635,242	22.00	517,059	31.00	517,059	31.00
MAINTENANCE SPV I	130,639	4.15	165,635	5.00	166,920	18.00	166,920	18.00
MAINTENANCE SPV II	168,446	4.91	181,222	5.00	183,960	11.00	183,960	11.00
LOCKSMITH	59,772	2.01	65,358	2.00	66,251	2.00	66,251	2.00
REFRIGERATION MECHANIC I	118,846	4.17	194,463	6.00	193,748	6.00	193,748	6.00
REFRIGERATION MECHANIC II	221,124	6.80	289,361	8.00	293,052	8.00	293,052	8.00
BUILDING CONSTRUCTION WKR II	0	0.00	0	0.00	0	3.00	0	3.00
BUILDING CONSTRUCTION SPV	0	0.00	0	0.00	0	1.00	0	1.00
HEAVY EQUIPMENT MECHANIC	0	0.00	0	0.00	0	2.00	0	2.00
HEAVY EQUIPMENT SPV	0	0.00	0	0.00	0	1.00	0	1.00
PARK MAINTENANCE WKR I	0	0.00	47,823	2.00	43,488	2.00	43,488	2.00
PARK MAINTENANCE WKR II	0	0.00	78,212	3.00	95,103	4.00	95,103	4.00
PARK MAINTENANCE WKR III	0	0.00	29,390	1.00	28,368	1.00	28,368	1.00
CARPENTER	66,940	2.18	132,576	4.00	128,369	4.00	128,369	4.00
ELECTRICIAN	231,635	8.17	248,851	8.00	248,851	8.00	248,851	8.00
PAINTER	58,775	2.00	63,373	2.00	66,576	2.00	66,576	2.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>CORE</b>								
PLUMBER	83,292	3.00	91,279	3.00	91,279	3.00	91,279	3.00
POWER PLANT MECHANIC	0	0.00	0	0.00	0	15.00	0	15.00
ELECTRONICS TECH	47,043	1.45	102,361	3.00	96,276	3.00	96,276	3.00
BOILER OPERATOR	0	0.00	0	0.00	0	40.00	0	40.00
STATIONARY ENGR	219,155	7.17	317,853	9.00	299,172	95.00	299,172	95.00
HVAC INSTRUMENT CONTROLS TECH	124,571	4.22	127,471	4.00	155,976	5.00	155,976	5.00
PLANT MAINTENANCE ENGR I	75,674	2.00	78,686	2.00	68,436	25.00	68,436	25.00
PLANT MAINTENANCE ENGR II	195,462	4.94	203,561	5.00	206,820	17.00	206,820	17.00
PLANT MAINTENANCE ENGR III	41,916	1.00	122,566	3.00	131,412	20.00	131,412	20.00
EMERGENCY PROJECT COOR	40,670	0.79	140,113	3.00	140,113	4.00	140,113	4.00
CONSTRUCTION INSPECTOR	46,590	1.10	801,865	18.00	83,796	2.00	83,796	2.00
CONSTRUCTION INSPECTOR SUPV	41,768	0.96	45,327	1.00	45,324	1.00	45,324	1.00
DESIGN/DEVELOP/SURVEY MGR B1	0	0.00	327,550	7.00	104,227	2.00	104,227	2.00
DESIGN/DEVELOP/SURVEY MGR B2	0	0.00	335,363	6.00	269,318	5.00	269,318	5.00
DESIGN/DEVELOP/SURVEY MGR B3	0	0.00	486,470	7.00	409,647	6.00	409,647	6.00
FACILITIES OPERATIONS MGR B1	102,708	1.96	109,200	2.00	195,723	7.00	195,723	7.00
FACILITIES OPERATIONS MGR B2	160,300	3.00	269,572	5.00	321,307	7.00	321,307	7.00
FACILITIES OPERATIONS MGR B3	85,969	1.31	204,356	3.00	140,620	3.00	140,620	3.00
FISCAL & ADMINISTRATIVE MGR B1	0	0.00	44,466	1.00	48,666	1.00	48,666	1.00
FISCAL & ADMINISTRATIVE MGR B3	0	0.00	52,354	1.00	104,710	3.00	104,710	3.00
NATURAL RESOURCES MGR B1	0	0.00	44,255	1.00	0	0.00	0	0.00
OFFICE OF ADMINISTRATION MGR 3	0	0.00	0	0.00	0	1.00	0	1.00
DIVISION DIRECTOR	26,989	0.31	89,819	1.50	89,820	1.00	89,820	1.00
DESIGNATED PRINCIPAL ASST DIV	58,944	1.33	127,679	2.50	155,720	3.00	155,720	3.00
STUDENT WORKER	6,092	0.39	0	0.00	0	0.00	0	0.00
MISCELLANEOUS TECHNICAL	24,330	0.69	19,080	0.28	12,079	0.84	12,079	0.84
MISCELLANEOUS PROFESSIONAL	4,545	0.09	46,799	0.50	451,132	0.50	451,132	0.50
SEASONAL AIDE	0	0.00	20,800	1.41	26,640	0.41	26,640	0.41
SPECIAL ASST PROFESSIONAL	0	0.00	0	0.00	130,961	2.00	130,961	2.00
LABORER	1,475	0.10	0	0.00	0	0.00	0	0.00
DIRECTOR	0	0.00	0	0.00	0	1.00	0	1.00
SUPERVISOR	0	0.00	0	0.00	0	2.00	0	2.00

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>CORE</b>								
PLANT MAINTENANCE ENGINEER	0	0.00	0	0.00	0	5.00	0	5.00
SECRETARY III	0	0.00	0	0.00	0	1.00	0	1.00
PAINTER	0	0.00	0	0.00	0	1.00	0	1.00
CARPENTER II	0	0.00	0	0.00	0	1.00	0	1.00
EQUIPMENT MECHANIC III	0	0.00	0	0.00	0	1.00	0	1.00
ELECTRICIAN II	0	0.00	0	0.00	0	1.00	0	1.00
PLANT MAINTENANCE ENGINEER II	0	0.00	0	0.00	0	2.00	0	2.00
PLANT MAINT. SPRV.	0	0.00	0	0.00	0	1.00	0	1.00
ASST. DIR. CONST. & MAINT.	0	0.00	0	0.00	0	1.00	0	1.00
DIRECTOR, CONSTRUCTION & MAINT	0	0.00	0	0.00	0	1.00	0	1.00
<b>TOTAL - PS</b>	<b>4,089,757</b>	<b>133.48</b>	<b>9,610,523</b>	<b>254.69</b>	<b>8,784,477</b>	<b>520.00</b>	<b>8,784,477</b>	<b>520.00</b>
TRAVEL, IN-STATE	10,639	0.00	156,500	0.00	156,500	0.00	156,500	0.00
TRAVEL, OUT-OF-STATE	0	0.00	6,000	0.00	6,000	0.00	6,000	0.00
FUEL & UTILITIES	4,608,598	0.00	5,065,260	0.00	5,065,260	0.00	5,065,260	0.00
SUPPLIES	530,723	0.00	1,107,998	0.00	1,107,998	0.00	1,107,998	0.00
PROFESSIONAL DEVELOPMENT	10,823	0.00	62,000	0.00	62,000	0.00	62,000	0.00
COMMUNICATION SERV & SUPP	91,508	0.00	264,124	0.00	264,124	0.00	264,124	0.00
PROFESSIONAL SERVICES	3,601,169	0.00	4,689,587	0.00	4,689,587	0.00	4,689,587	0.00
JANITORIAL SERVICES	1,907,223	0.00	2,359,587	0.00	2,359,587	0.00	2,359,587	0.00
M&R SERVICES	447,208	0.00	920,968	0.00	920,968	0.00	920,968	0.00
MOTORIZED EQUIPMENT	0	0.00	100	0.00	100	0.00	100	0.00
OFFICE EQUIPMENT	1,718	0.00	149,000	0.00	55,000	0.00	55,000	0.00
OTHER EQUIPMENT	40,513	0.00	223,365	0.00	115,741	0.00	115,741	0.00
PROPERTY & IMPROVEMENTS	164,129	0.00	208,953	0.00	210,000	0.00	210,000	0.00
REAL PROPERTY RENTALS & LEASES	600	0.00	3,900	0.00	3,000	0.00	3,000	0.00
EQUIPMENT RENTALS & LEASES	4,750	0.00	10,000	0.00	5,000	0.00	5,000	0.00
MISCELLANEOUS EXPENSES	35,123	0.00	91,423	0.00	90,000	0.00	90,000	0.00
<b>TOTAL - EE</b>	<b>11,454,724</b>	<b>0.00</b>	<b>15,318,765</b>	<b>0.00</b>	<b>15,110,865</b>	<b>0.00</b>	<b>15,110,865</b>	<b>0.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>CORE</b>								
DEBT SERVICE	208,012	0.00	100	0.00	208,000	0.00	208,000	0.00
TOTAL - PD	208,012	0.00	100	0.00	208,000	0.00	208,000	0.00
<b>GRAND TOTAL</b>	<b>\$15,752,493</b>	<b>133.48</b>	<b>\$24,929,388</b>	<b>254.69</b>	<b>\$24,103,342</b>	<b>520.00</b>	<b>\$24,103,342</b>	<b>520.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$15,752,493	133.48	\$24,929,388	254.69	\$24,103,342	520.00	\$24,103,342	520.00

## PROGRAM DESCRIPTION

<b>Department:</b> Office of Administration				
<b>Program Name:</b> Facilities Management, Design and Construction				
<b>Program is found in the following core budget(s):</b> Asset Management				
	<b>DFMDC Operating</b>	<b>OPMR</b>	<b>Facility Services</b>	<b>TOTAL</b>
<b>GR</b>				0
<b>FEDERAL</b>				0
<b>OTHER</b>	24,103,342	0	708,871	24,812,213
<b>TOTAL</b>	<b>24,103,342</b>	<b>0</b>	<b>708,871</b>	<b>24,812,213</b>

**1. What does this program do?**

Since the merger of Facilities Management and Design and Construction by the Governor (Executive Order 05-08) we have refocused the mission of the organization from delivering construction projects, negotiating leases and managing buildings into a new vision of asset management. By focusing on identifying and reduction deferred maintenance, bringing to bear new technology to manage our assets and using full range of procurement tools to efficiently and effectively improve the condition of the state real estate portfolio we will reduce operating cost. Well maintained facilities are cheaper to operate.

DFMDC provides professional services to assist state entities in meeting their facility needs for the benefit of the public, these services include: Real Estate Services, Portfolio Management, Facility Management, Project Management, Contract Management, Facility Condition Assessment, Space Management, Space Standards, Statewide Master Plan, and Energy Management. The Institutional consolidation of fuel & utility dollars and maintenance and repair dollars have been transferred to DFMDC in FY08.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Missouri Revised Statutes, Chapter 8, Section 8.120, Division of Design and Construction Created - Duties  
 Missouri Revised Statutes, Chapter 8, Section 8.110, Division of Facilities Management Created - Duties  
 Missouri Revised Statutes, Chapter 34.030, Leasing

**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

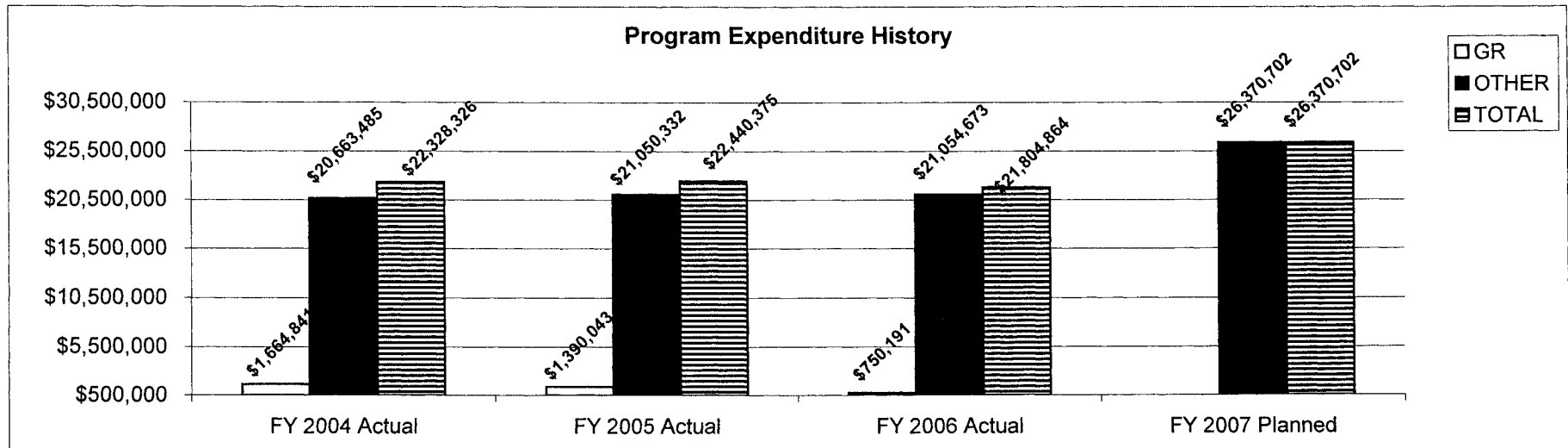
## PROGRAM DESCRIPTION

**Department:** Office of Administration

**Program Name:** Facilities Management, Design and Construction

**Program is found in the following core budget(s):** Asset Management

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

FY04 - FY07 State Facility Maintenance and Operation Fund (0501)

FY04 - FY06 OA Revolving Fund (0505)



## PROGRAM DESCRIPTION

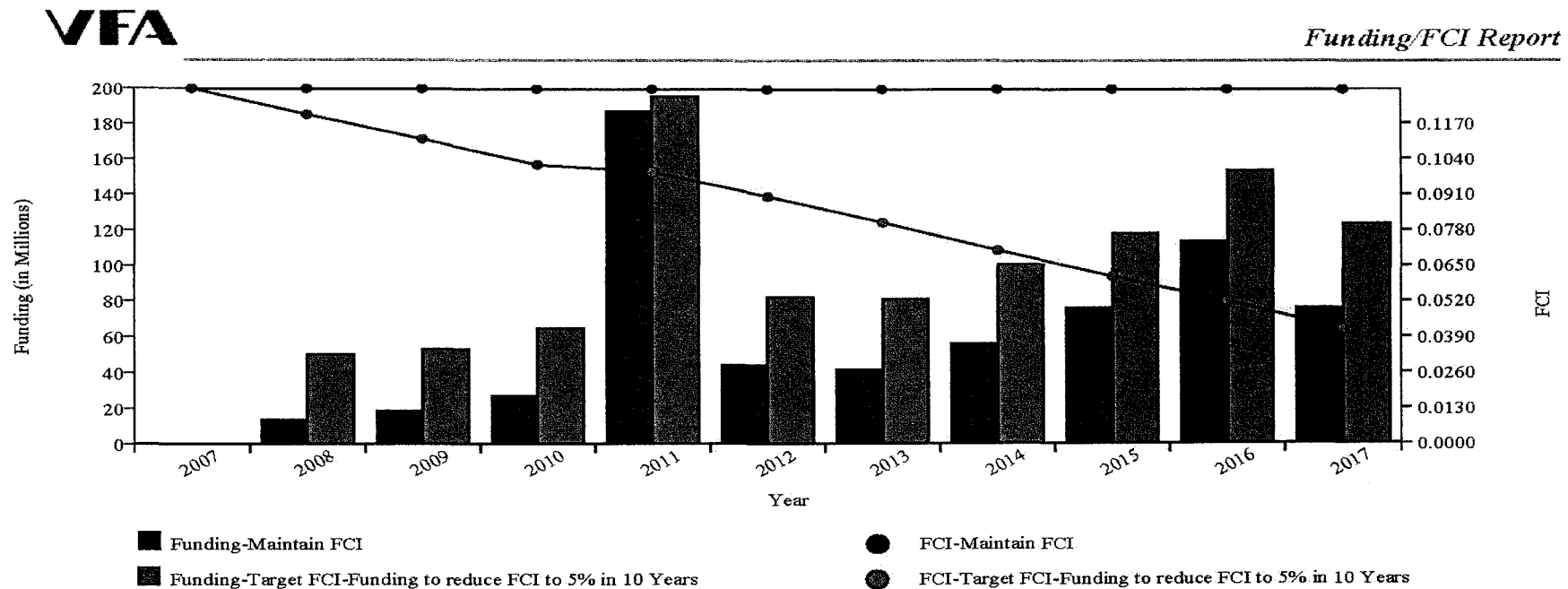
**Department:** Office of Administration

**Program Name:** Facilities Management, Design and Construction

**Program is found in the following core budget(s):** Asset Management

**7a. Provide an effectiveness measure.**

DFMDC manages a facilities condition assessment (FCA) program to measure the condition of state facilities. This standardized methodology provides the foundation for making cost effective capital decisions. Chart based on assessed departments statewide.



## PROGRAM DESCRIPTION

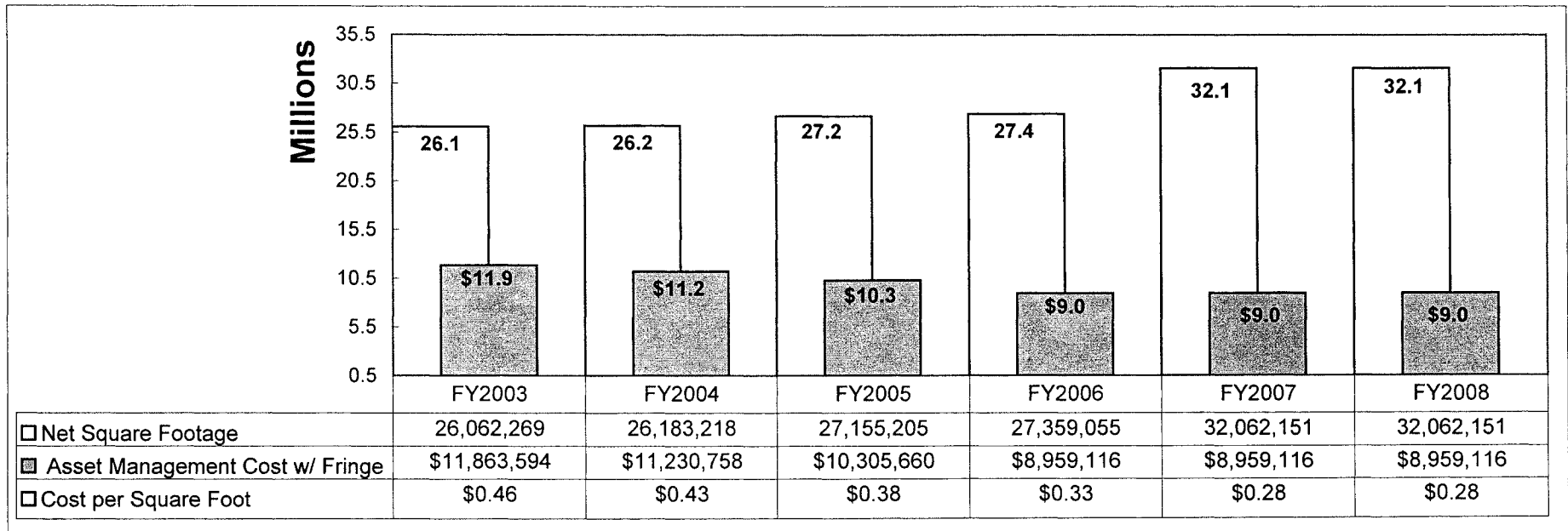
**Department:** Office of Administration

**Program Name:** Facilities Management, Design and Construction

**Program is found in the following core budget(s):** Asset Management

**7b. Provide an efficiency measure.**

Division of Facilities Management, Design and Construction asset management cost per square foot.



## PROGRAM DESCRIPTION

**Department:** Office of Administration

**Program Name:** Facilities Management, Design and Construction

**Program is found in the following core budget(s):** Asset Management

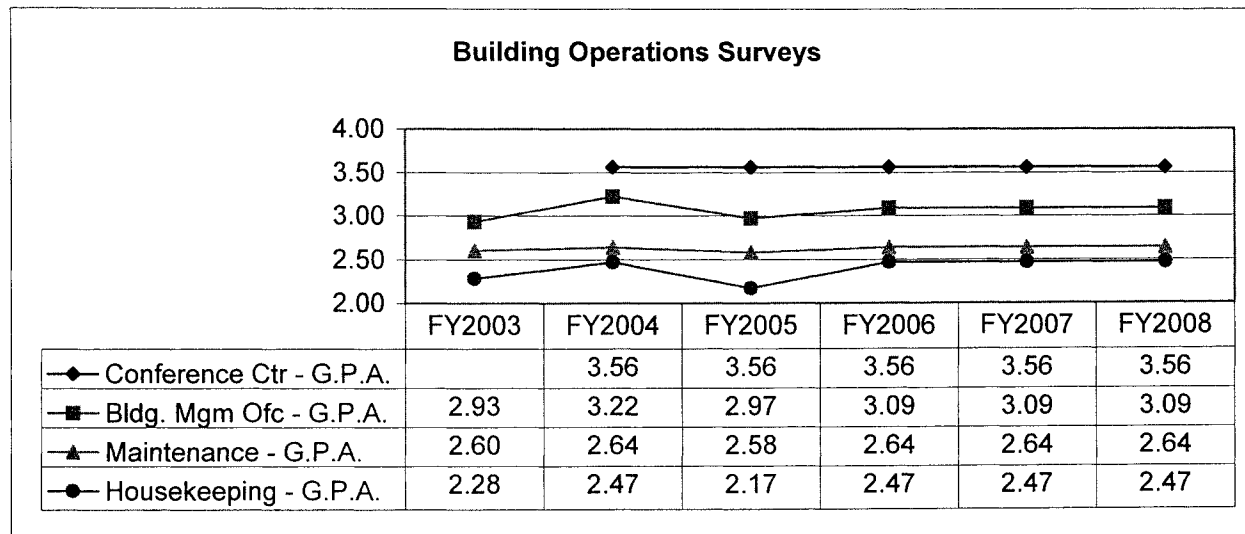
**7c. Provide the number of clients/individuals served, if applicable.**

DFMDC provides professional services to assist state entities in meeting their facility needs for the benefit of the public.

The mission is to provide a superior workplace environment for state occupants and their visitors and protect the State's investments in property assets. The goal is to provide agencies with the information and resources that will support their development of high-performance workplaces--workplaces that will meet agencies' business needs and can be readily adapted to changing work practices and strategies.

**7d. Provide a customer satisfaction measure, if available.**

This chart summarizes the results of Building Operations' Customer Survey Grades for Conference Center, Building Managers Office, Maintenance and Housekeeping Services. Results are based on Grade Point Averages with 4.0 being the best.



**NEW DECISION ITEM**  
**RANK:** 16 **OF** 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31041
<b>Division</b>	Facilities Management, Design and Construction		
<b>DI Name</b>	Newly Acquired Facility	<b>DI#</b>	1300014

**1. AMOUNT OF REQUEST**

FY 2008 Budget Request					FY 2008 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	86,785	86,785	EE	0	0	86,785	86,785
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>86,785</b>	<b>86,785</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>86,785</b>	<b>86,785</b>
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: State Facility Maintenance and Operations Fund (0501)

Other Funds: State Facility Maintenance and Operations Fund (0501)

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input checked="" type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

This Decision Item provides SFMOF funds for the maintenance and operations expenses for the newly acquired facility located at 9900 Page, St. Louis.

This will require expense and equipment funding for the Division of Facilities Management, Design and Construction to provide facility management services to the facility.

## NEW DECISION ITEM

RANK: 16 OF 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	<u>31041</u>
<b>Division</b>	Facilities Management, Design and Construction		
<b>DI Name</b>	Newly Acquired Facility	<b>DI#</b>	1300014

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

Currently we have appropriation authority to operate facilities located at 505 Washington, St. Louis and 16 South Coffman, Park Hill, which DFMD C plans to sell in Fiscal Year 2007.

505 Washington, St. Louis appropriation authority is: \$ 371,850  
 16 South Coffman, Park Hill appropriation authority is: \$ 28,285  
 Total authority is: \$400,135

Need Appropriation Authority for 9900 Page, St. Louis of \$486,920  
 \$86,785 Short Appropriation Authority

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR		Dept Req FED		Dept Req OTHER		Dept Req TOTAL		Dept Req One-Time	
	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE
							0	0.0		
							0	0.0		
<b>Total PS</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0</u>
400 - Professional Services					86,785		86,785			
<b>Total EE</b>	<u>0</u>		<u>0</u>		<u>86,785</u>		<u>86,785</u>		<u>0</u>	
Program Distributions							0			
<b>Total PSD</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Transfers										
<b>Total TRF</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
<b>Grand Total</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>86,785</u>	<u>0.0</u>	<u>86,785</u>	<u>0.0</u>	<u>0</u>	<u>0</u>

**NEW DECISION ITEM**  
**RANK:** 16 **OF** 24

Department	Office of Administration				Budget Unit		31041			
Division	Facilities Management, Design and Construction									
DI Name	Newly Acquired Facility				DI# 1300014					
		Gov Rec		Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec
		GR	Gov Rec	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time
Budget Object Class/Job Class		DOLLARS	GR	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	DOLLARS
								0	0.0	
								0	0.0	
Total PS		0	0.0	0	0.0	0	0.0	0	0.0	0
								0		
								0		
								0		
400 - Professional Services						86,785		86,785		
Total EE		0		0		86,785		86,785		0
Program Distributions								0		
Total PSD		0		0		0		0		0
Transfers								0		
Total TRF		0		0		0		0		0
Grand Total		0	0.0	0	0.0	86,785	0.0	86,785	0.0	0

**NEW DECISION ITEM**  
**RANK:** 16 **OF** 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	<u>31041</u>
<b>Division</b>	Facilities Management, Design and Construction		
<b>DI Name</b>	Newly Acquired Facility	<b>DI#</b>	1300014

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an effectiveness measure.**

See Performance Measures identified in DFMD C Program Description.

**6b. Provide an efficiency measure.**

See Performance Measures identified in DFMD C Program Description.

**6c. Provide the number of clients/individuals served, if applicable.**

See Performance Measures identified in DFMD C Program Description.

**6d. Provide a customer satisfaction measure, if available.**

See Performance Measures identified in DFMD C Program Description.

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

See Performance Measures identified in DFMD C Program Description.

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
Newly Acquired Facility - 1300014								
PROFESSIONAL SERVICES	0	0.00	0	0.00	86,785	0.00	86,785	0.00
TOTAL - EE	0	0.00	0	0.00	86,785	0.00	86,785	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$86,785	0.00	\$86,785	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$86,785	0.00	\$86,785	0.00



## NEW DECISION ITEM

RANK: 16 OF 24

Department	Office of Administration	Budget U	31041
Division	Facilities Management, Design and Construction		
DI Name	Institutional Consolidation	DI#	1300018

## 1. AMOUNT OF REQUEST

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	9,736,296	9,736,296
EE	0	0	52,951,147	52,951,147
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>62,687,443</b>	<b>62,687,443</b>
FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	4,766,891	4,766,891
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: State Facility Maintenance and Operations Fund (0501)

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	9,736,296	9,736,296
EE	0	0	52,951,147	52,951,147
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>62,687,443</b>	<b>62,687,443</b>
FTE	0.00	0.00	0.00	0.00

<b>Est. Fring</b>	0	0	4,766,891	4,766,891
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Fun State Facility Maintenance and Operations Fund (0501)

## 2. THIS REQUEST CAN BE CATEGORIZED AS:

<input type="checkbox"/> New Legislation	<input checked="" type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

## 3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

This Decision Item provides SFMOF funds for the operations expenses for the institutional consolidation.

In Fiscal Year 2007, institutional fuel and utility and service contract dollars were identified and set aside in separate appropriation sections in most departments' budgets. In Fiscal Year 2008, amounts in those sections as well as any additional funds identified in meetings between Facilities Management, Design and Construction (FMDC) and the departments must be transferred out of the departments' budgets. The funds will be transferred into the Real Estate budget (House Bill 13), and FTEs will be transferred into FMDC's appropriation in House Bill 5. This will require personal services and expense and equipment funding for the Division of Facilities Management, Design and Construction to provide facility management support to the institutional facility.

**NEW DECISION ITEM**

RANK: 16 OF 24

<b>Department</b>	Office of Administration	<b>Budget U</b>	31041
<b>Division</b>	Facilities Management, Design and Construction		
<b>DI Name</b>	Institutional Consolidation	<b>DI#</b>	1300018

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

In Fiscal Year 2007, institutional fuel and utility amount of \$50,659,595 and the service contracts amount of \$635,935 were identified and set aside in separate appropriation sections in most departments' budgets. In Fiscal Year 2008, additional amounts were identified as maintenance-related PS and E&E. All amounts were transferred to FMDC in FY 08.

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
100 -Salaries and Wages					9,736,296		9,736,296	0.0	
<b>Total PS</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>9,736,296</b>	<b>0.0</b>	<b>9,736,296</b>	<b>0.0</b>	<b>0</b>
Travel, In-State					108,702		108,702		
Fuel & Utilities					46,616,024		46,616,024		
Supplies					4,359,965		4,359,965		
Professional Development					131,678		131,678		
Communication Serv & Supp					28,326		28,326		
Professional Services					683,857		683,857		
Janitorial Services					84,378		84,378		
Maint & Repair Services					792,173		792,173		
Motorized Equipment					38,018		38,018		
Office Euiptment					1678		1,678		
Other Equipment					57,632		57,632		
Equipment Rentals & Leases					48,682		48,682		
Miscellaneous Expenses					34		34		
<b>Total EE</b>	<b>0</b>		<b>0</b>		<b>52,951,147</b>		<b>52,951,147</b>		<b>0</b>
<b>Grand Total</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>62,687,443</b>	<b>0.0</b>	<b>62,687,443</b>	<b>0.0</b>	<b>0</b>

## NEW DECISION ITEM

RANK: 16 OF 24

Department	Office of Administration			Budget U		31041				
Division	Facilities Management, Design and Construction									
DI Name	Institutional Consolidation			DI# 1300018						
	Gov Rec			Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec
	GR	Gov Rec		FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time
Budget Object Class/Job Class	DOLLARS	GR	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS
								0	0.0	
100 -Salaries and Wages						9,736,296		9,736,296	0.0	
Total PS	0		0.0	0	0.0	9,736,296	0.0	9,736,296	0.0	0
Travel, In-State						108,702		108,702		
Fuel & Utilities						46,616,024		46,616,024		
Supplies						4,359,965		4,359,965		
Professional Development						131,678		131,678		
Communication Serv & Supp						28,326		28,326		
Professional Services						683,857		683,857		
Janitorial Services						84,378		84,378		
Maint & Repair Services						792,173		792,173		
Motorized Equipment						38,018		38,018		
Office EuiPMENT						1678		1,678		
Other Equipment						57,632		57,632		
Equipment Rentals & Leases						48,682		48,682		
Miscellaneous Expenses						34		34		
Total EE	0			0		52,951,147		52,951,147		0
Program Distributions								0		
Total PSD	0			0		0		0		0
Transfers								0		
Total TRF	0			0		0		0		0
Grand Total	0		0.0	0	0.0	62,687,443	0.0	62,687,443	0.0	0

**NEW DECISION ITEM**  
**RANK:** 16 **OF** 24

<b>Department</b>	Office of Administration	<b>Budget U</b>	<u>31041</u>
<b>Division</b>	Facilities Management, Design and Construction		
<b>DI Name</b>	Institutional Consolidation	<b>DI#</b>	1300018

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an effectiveness measure.**

See Performance Measures identified in DFMD C Program Description.

**6b. Provide an efficiency measure.**

See Performance Measures identified in DFMD C Program Description.

**6c. Provide the number of clients/individuals served, if applicable.**

See Performance Measures identified in DFMD C Program Description.

**6d. Provide a customer satisfaction measure, if available.**

See Performance Measures identified in DFMD C Program Description.

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

See Performance Measures identified in DFMD C Program Description.

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>Institutional Consolidation - 1300018</b>								
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	61,896	0.00	61,896	0.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	24,684	0.00	24,684	0.00
STOREKEEPER II	0	0.00	0	0.00	57,264	0.00	57,264	0.00
SUPPLY MANAGER I	0	0.00	0	0.00	32,652	0.00	32,652	0.00
SUPPLY MANAGER II	0	0.00	0	0.00	35,796	0.00	35,796	0.00
ACCOUNT CLERK II	0	0.00	0	0.00	25,116	0.00	25,116	0.00
ACCOUNTANT I	0	0.00	0	0.00	117,552	0.00	117,552	0.00
ACCOUNTANT II	0	0.00	0	0.00	81,720	0.00	81,720	0.00
EXECUTIVE II	0	0.00	0	0.00	35,796	0.00	35,796	0.00
BUILDING MGR II	0	0.00	0	0.00	39,324	0.00	39,324	0.00
CUSTODIAL WORKER I	0	0.00	0	0.00	37,428	0.00	37,428	0.00
HOUSEKEEPER I	0	0.00	0	0.00	27,876	0.00	27,876	0.00
CAPITAL IMPROVEMENTS SPEC I	0	0.00	0	0.00	72,960	0.00	72,960	0.00
CAPITAL IMPROVEMENTS SPEC II	0	0.00	0	0.00	45,324	0.00	45,324	0.00
CONTRACT SPEC II (OFC OF ADM)	0	0.00	0	0.00	39,324	0.00	39,324	0.00
LABORER I	0	0.00	0	0.00	18,984	0.00	18,984	0.00
LABORER II	0	0.00	0	0.00	25,571	0.00	25,571	0.00
GROUNDSKEEPER I	0	0.00	0	0.00	44,160	0.00	44,160	0.00
MAINTENANCE WORKER I	0	0.00	0	0.00	155,340	0.00	155,340	0.00
MAINTENANCE WORKER II	0	0.00	0	0.00	386,864	0.00	386,864	0.00
MAINTENANCE SPV I	0	0.00	0	0.00	429,085	0.00	429,085	0.00
MAINTENANCE SPV II	0	0.00	0	0.00	220,908	0.00	220,908	0.00
BUILDING CONSTRUCTION WKR II	0	0.00	0	0.00	94,452	0.00	94,452	0.00
BUILDING CONSTRUCTION SPV	0	0.00	0	0.00	33,888	0.00	33,888	0.00
HEAVY EQUIPMENT MECHANIC	0	0.00	0	0.00	62,484	0.00	62,484	0.00
HEAVY EQUIPMENT SPV	0	0.00	0	0.00	36,480	0.00	36,480	0.00
POWER PLANT MECHANIC	0	0.00	0	0.00	436,548	0.00	436,548	0.00
BOILER OPERATOR	0	0.00	0	0.00	1,036,048	0.00	1,036,048	0.00
STATIONARY ENGR	0	0.00	0	0.00	2,728,048	0.00	2,728,048	0.00
PLANT MAINTENANCE ENGR I	0	0.00	0	0.00	842,647	0.00	842,647	0.00
PLANT MAINTENANCE ENGR II	0	0.00	0	0.00	477,324	0.00	477,324	0.00
PLANT MAINTENANCE ENGR III	0	0.00	0	0.00	757,020	0.00	757,020	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>Institutional Consolidation - 1300018</b>								
EMERGENCY PROJECT COOR	0	0.00	0	0.00	47,196	0.00	47,196	0.00
FACILITIES OPERATIONS MGR B1	0	0.00	0	0.00	157,986	0.00	157,986	0.00
FACILITIES OPERATIONS MGR B2	0	0.00	0	0.00	115,373	0.00	115,373	0.00
FACILITIES OPERATIONS MGR B3	0	0.00	0	0.00	72,500	0.00	72,500	0.00
FISCAL & ADMINISTRATIVE MGR B3	0	0.00	0	0.00	62,400	0.00	62,400	0.00
OFFICE OF ADMINISTRATION MGR 3	0	0.00	0	0.00	62,400	0.00	62,400	0.00
DIRECTOR	0	0.00	0	0.00	57,264	0.00	57,264	0.00
SUPERVISOR	0	0.00	0	0.00	83,904	0.00	83,904	0.00
PLANT MAINTENANCE ENGINEER	0	0.00	0	0.00	176,940	0.00	176,940	0.00
SECRETARY III	0	0.00	0	0.00	24,912	0.00	24,912	0.00
PAINTER	0	0.00	0	0.00	32,076	0.00	32,076	0.00
CARPENTER II	0	0.00	0	0.00	32,076	0.00	32,076	0.00
EQUIPMENT MECHANIC III	0	0.00	0	0.00	34,512	0.00	34,512	0.00
ELECTRICIAN II	0	0.00	0	0.00	37,902	0.00	37,902	0.00
PLANT MAINTENANCE ENGINEER II	0	0.00	0	0.00	68,700	0.00	68,700	0.00
PLANT MAINT. SPRV.	0	0.00	0	0.00	37,896	0.00	37,896	0.00
ASST. DIR. CONST. & MAINT.	0	0.00	0	0.00	52,356	0.00	52,356	0.00
DIRECTOR, CONSTRUCTION & MAINT	0	0.00	0	0.00	59,340	0.00	59,340	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>9,736,296</b>	<b>0.00</b>	<b>9,736,296</b>	<b>0.00</b>
TRAVEL, IN-STATE	0	0.00	0	0.00	108,702	0.00	108,702	0.00
FUEL & UTILITIES	0	0.00	0	0.00	46,616,024	0.00	46,616,024	0.00
SUPPLIES	0	0.00	0	0.00	4,359,965	0.00	4,359,965	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	0	0.00	131,678	0.00	131,678	0.00
COMMUNICATION SERV & SUPP	0	0.00	0	0.00	28,326	0.00	28,326	0.00
PROFESSIONAL SERVICES	0	0.00	0	0.00	683,857	0.00	683,857	0.00
JANITORIAL SERVICES	0	0.00	0	0.00	84,378	0.00	84,378	0.00
M&R SERVICES	0	0.00	0	0.00	792,173	0.00	792,173	0.00
MOTORIZED EQUIPMENT	0	0.00	0	0.00	38,018	0.00	38,018	0.00
OFFICE EQUIPMENT	0	0.00	0	0.00	1,678	0.00	1,678	0.00
OTHER EQUIPMENT	0	0.00	0	0.00	57,632	0.00	57,632	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	0	0.00	48,682	0.00	48,682	0.00

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
Institutional Consolidation - 1300018								
MISCELLANEOUS EXPENSES	0	0.00	0	0.00	34	0.00	34	0.00
TOTAL - EE	0	0.00	0	0.00	52,951,147	0.00	52,951,147	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$62,687,443</b>	<b>0.00</b>	<b>\$62,687,443</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$62,687,443	0.00	\$62,687,443	0.00

**NEW DECISION ITEM**  
**RANK:** 16 **OF** 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31041
<b>Division</b>	Facilities Management, Design and Construction		
<b>DI Name</b>	DED-DOLIR Additional Consolidation	<b>DI#</b>	1300036

**1. AMOUNT OF REQUEST**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	224,262	224,262
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>224,262</b>	<b>224,262</b>

FTE                      0.00              0.00              0.00              0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:      State Facility Maintenance & Operations Fund (0505)

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	224,262	224,262
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>224,262</b>	<b>224,262</b>

FTE                      0.00              0.00              0.00              0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:      State Facility Maintenance & Operations Fund (0505)

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input checked="" type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

During FY07, the DED and DOLIR transferred their facilities operations to Facilities Management, Design and Construction. These are additional funds that should have transferred in FY07.



**NEW DECISION ITEM**  
**RANK:** 16 **OF** 24

<b>Department</b> Office of Administration	<b>Budget Unit</b> <u>31041</u>
<b>Division</b> Facilities Management, Design and Construction	
<b>DI Name</b> DED-DOLIR Additional Consolidation	<b>DI#</b> 1300036

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

The FY06 expenditures were higher than what was transferred in FY07.

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0	0
180 - Fuel & Utilities					22,521		22,521		
190 - Supplies					164,151		164,151		
340 - Communications					18,149		18,149		
430 - Maintenance and Repair					164		164		
740 - Misc Expense					19,277		19,277		
<b>Total EE</b>	0		0		224,262		224,262		0
Program Distributions							0		
<b>Total PSD</b>	0		0		0		0		0
Transfers							0		
<b>Total TRF</b>	0		0		0		0		0
<b>Grand Total</b>	0	0.0	0	0.0	224,262	0.0	224,262	0.0	0

NEW DECISION ITEM  
RANK: 16 OF 24

Department Office of Administration				Budget Unit		31041					
Division Facilities Management, Design and Construction											
DI Name DED-DOLIR Additional Consolidation				DI# 1300036							
				Gov Rec		Gov Rec		Gov Rec		Gov Rec	
				GR	Gov Rec	FED	Gov Rec	OTHER	Gov Rec	TOTAL	Gov Rec
Budget Object Class/Job Class				DOLLARS	GR	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS
										0	0.0
										0	0.0
Total PS				0	0.0	0	0.0	0	0.0	0	0.0
180 - Fuel & Utilities								22,521		22,521	
190 - Supplies								164,151		164,151	
340 - Communications								18,149		18,149	
430 - Maintenance and Repair								164		164	
740 - Misc Expense								19,277		19,277	
Total EE				0		0		224,262		224,262	0
Program Distributions										0	
Total PSD				0		0		0		0	0
Transfers											
Total TRF				0		0		0		0	0
Grand Total				0	0.0	0	0.0	224,262	0.0	224,262	0

**NEW DECISION ITEM**  
**RANK:** 16 **OF** 24

<b>Department</b> Office of Administration	<b>Budget Unit</b> <u>31041</u>
<b>Division</b> Facilities Management, Design and Construction	
<b>DI Name</b> DED-DOLIR Additional Consolidation <b>DI#</b> 1300036	
<b>6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with &amp; without additional funding.)</b>	
<p><b>6a. Provide an effectiveness measure.</b></p> <p>See Performance Measures identified in DFMD Program Description.</p>	<p><b>6b. Provide an efficiency measure.</b></p> <p>See Performance Measures identified in DFMD Program Description.</p>
<p><b>6c. Provide the number of clients/individuals served, if applicable.</b></p> <p>See Performance Measures identified in DFMD Program Description.</p>	<p><b>6d. Provide a customer satisfaction measure, if available.</b></p> <p>See Performance Measures identified in DFMD Program Description.</p>
<b>7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:</b>	
<p>See Performance Measures identified in DFMD Program Description.</p>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>FMDC Additional Consolidation - 1300036</b>								
FUEL & UTILITIES	0	0.00	0	0.00	22,521	0.00	22,521	0.00
SUPPLIES	0	0.00	0	0.00	164,151	0.00	164,151	0.00
COMMUNICATION SERV & SUPP	0	0.00	0	0.00	18,149	0.00	18,149	0.00
M&R SERVICES	0	0.00	0	0.00	164	0.00	164	0.00
MISCELLANEOUS EXPENSES	0	0.00	0	0.00	19,277	0.00	19,277	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>224,262</b>	<b>0.00</b>	<b>224,262</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$224,262</b>	<b>0.00</b>	<b>\$224,262</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$224,262</b>	<b>0.00</b>	<b>\$224,262</b>	<b>0.00</b>

## OFFICE OF ADMINISTRATION

## DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>ENERGY CONSERVATION</b>									
<b>CORE</b>									
EXPENSE & EQUIPMENT									
OA REVOLVING ADMINISTRATIVE TR	0	0.00	1	0.00	1	0.00	1	0.00	
TOTAL - EE	0	0.00	1	0.00	1	0.00	1	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>1</b>	<b>0.00</b>	<b>1</b>	<b>0.00</b>	<b>1</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$1</b>	<b>0.00</b>	<b>\$1</b>	<b>0.00</b>	<b>\$1</b>	<b>0.00</b>	

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31047C
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core -</b>	Energy Conservation		

**1. CORE FINANCIAL SUMMARY**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	1	1 E
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>

FTE	0.00	0.00	0.00	0.00
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Est. Fringe	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: OA Revolving Administrative Trust Fund (0505)  
Note: An "E" is requested for the other fund.

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	1	1 E
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>

FTE	0.00	0.00	0.00	0.00
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Est. Fringe	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: OA Revolving Administrative Trust Fund (0505)  
Note: An "E" is requested for the other fund.

**2. CORE DESCRIPTION**

This appropriation provides authority to pay energy service companies from the state master lease. Appropriation authority is required to allow for these expenditure of funds.

DFMDC has implemented approximately ten energy performance contracts and has audited one-quarter of the state square footage..

**3. PROGRAM LISTING (list programs included in this core funding)**

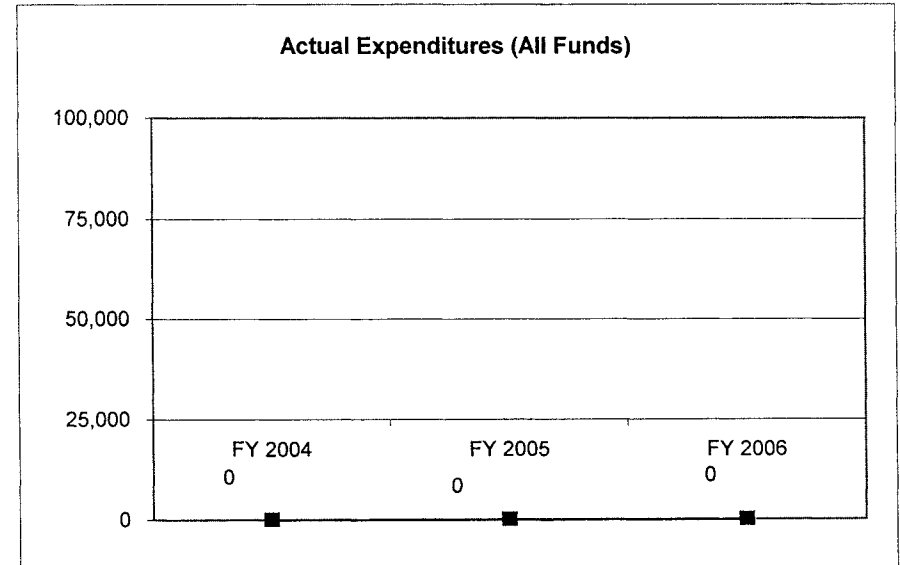
N/A

## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31047C
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core -</b>	Energy Conservation		

## 4. FINANCIAL HISTORY

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)	0	0	0	1 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	0	0	0	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

**CORE RECONCILIATION DETAIL**

**OFFICE OF ADMINISTRATION  
ENERGY CONSERVATION**

**5. CORE RECONCILIATION DETAIL**

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	EE	0.00	0	0	1	1	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	0	1	1	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	0	1	1	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	



## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ENERGY CONSERVATION								
CORE								
PROFESSIONAL SERVICES	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - EE	0	0.00	1	0.00	1	0.00	1	0.00
GRAND TOTAL	\$0	0.00	\$1	0.00	\$1	0.00	\$1	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$1	0.00	\$1	0.00	\$1	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>OPERATIONAL MAINT &amp; REPAIR</b>								
<b>CORE</b>								
EXPENSE & EQUIPMENT								
FACILITIES MAINTENANCE RESERVE	246,472	0.00	246,672	0.00	0	0.00	0	0.00
STATE FACILITY MAINT & OPERAT	485,771	0.00	485,771	0.00	0	0.00	0	0.00
TOTAL - EE	732,243	0.00	732,443	0.00	0	0.00	0	0.00
<b>TOTAL</b>	<b>732,243</b>	<b>0.00</b>	<b>732,443</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$732,243</b>	<b>0.00</b>	<b>\$732,443</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

## CORE DECISION ITEM

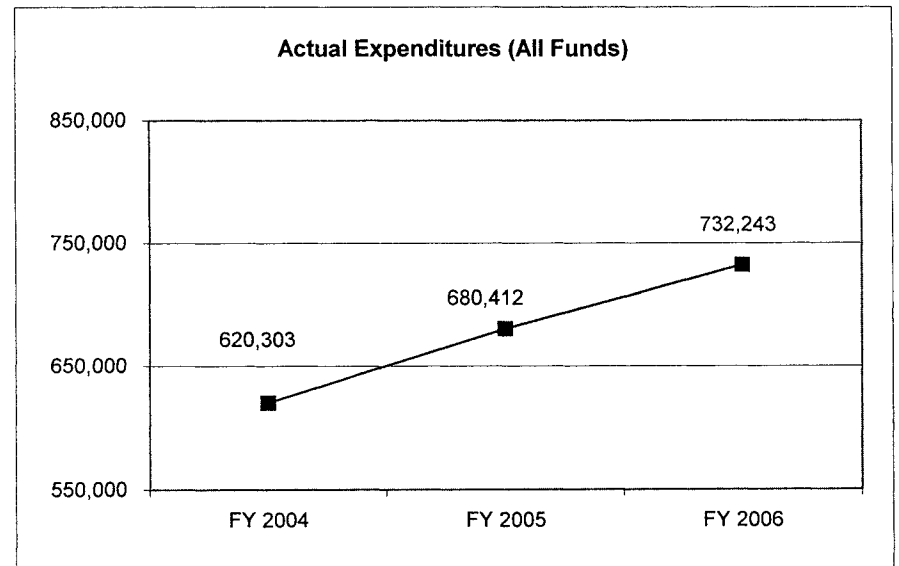
<b>Department</b>	Office of Administration				<b>Budget Unit</b>	31045C			
<b>Division</b>	Facilities Management, Design and Construction								
<b>Core -</b>	Operational Maintenance and Repair								
<b>1. CORE FINANCIAL SUMMARY</b>									
	<b>FY 2008 Budget Request</b>					<b>FY 2008 Governor's Recommendation</b>			
	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>		<b>GR</b>	<b>Fed</b>	<b>Other</b>	<b>Total</b>
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Est. Fringe</b>	0	0	0	0	<b>Est. Fringe</b>	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				
Other Funds:					Other Funds:				
<b>2. CORE DESCRIPTION</b>									
This funding represents core budget requirements for operational maintenance and repair of DFMD C managed state owned facilities, and has been reallocated to the Capital Improvement Budget.									
<b>3. PROGRAM LISTING (list programs included in this core funding)</b>									
N/A									

# **CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b> <u>31045C</u>
<b>Division</b>	Facilities Management, Design and Construction	
<b>Core -</b>	Operational Maintenance and Repair	

## **4. FINANCIAL HISTORY**

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)	732,943	732,943	732,243	732,443
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	732,943	732,943	732,243	N/A
Actual Expenditures (All Funds)	620,303	680,412	732,243	N/A
Unexpended (All Funds)	112,640	52,531	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	112,640	52,531	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

## **NOTES:**

## CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION  
OPERATIONAL MAINT & REPAIR

## 5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>								
		EE	0.00	0	0	732,443	732,443	
		<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>732,443</b>	<b>732,443</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Core Reduction	1279 3387	EE	0.00	0	0	(246,672)	(246,672)	Moved to HB 18 for statewide OPMR projects
Core Reduction	1279 2606	EE	0.00	0	0	(485,771)	(485,771)	Moved to HB 18 for statewide OPMR projects
<b>NET DEPARTMENT CHANGES</b>			<b>0.00</b>	<b>0</b>	<b>0</b>	<b>(732,443)</b>	<b>(732,443)</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		EE	0.00	0	0	0	0	
		<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>								
		EE	0.00	0	0	0	0	
		<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>OPERATIONAL MAINT &amp; REPAIR</b>								
<b>CORE</b>								
SUPPLIES	336,011	0.00	343,212	0.00	0	0.00	0	0.00
PROFESSIONAL SERVICES	700	0.00	25,500	0.00	0	0.00	0	0.00
M&R SERVICES	87,552	0.00	93,130	0.00	0	0.00	0	0.00
OFFICE EQUIPMENT	0	0.00	700	0.00	0	0.00	0	0.00
OTHER EQUIPMENT	3,450	0.00	17,500	0.00	0	0.00	0	0.00
PROPERTY & IMPROVEMENTS	304,530	0.00	249,901	0.00	0	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	2,500	0.00	0	0.00	0	0.00
<b>TOTAL - EE</b>	<b>732,243</b>	<b>0.00</b>	<b>732,443</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$732,243</b>	<b>0.00</b>	<b>\$732,443</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>		<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>		<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$732,243</b>	<b>0.00</b>	<b>\$732,443</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>		<b>0.00</b>

## OFFICE OF ADMINISTRATION

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>2ND STATE CAPITOL COMMISSION</b>								
<b>CORE</b>								
EXPENSE & EQUIPMENT								
SECOND CAPITOL COMMISSION	0	0.00	25,000	0.00	25,000	0.00	25,000	0.00
TOTAL - EE	0	0.00	25,000	0.00	25,000	0.00	25,000	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>25,000</b>	<b>0.00</b>	<b>25,000</b>	<b>0.00</b>	<b>25,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$25,000</b>	<b>0.00</b>	<b>\$25,000</b>	<b>0.00</b>	<b>\$25,000</b>	<b>0.00</b>

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31049C
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core -</b>	2nd State Capitol Commission		

**1. CORE FINANCIAL SUMMARY**

	FY 2008 Budget Request				
	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	25,000	25,000	E
PSD	0	0	0	0	
TRF	0	0	0	0	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	

FTE	0.00	0.00	0.00	0.00
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<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: 2nd Capitol Commission Fund (0745)  
Note: An "E" is requested for the other fund.

	FY 2008 Governor's Recommendation				
	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	25,000	25,000	E
PSD	0	0	0	0	
TRF	0	0	0	0	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	

FTE	0.00	0.00	0.00	0.00
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<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: 2nd Capitol Commission Fund (0745)  
Note: An "E" is requested for the other fund.

**2. CORE DESCRIPTION**

This appropriation provides authority to spend gifts, bequests, grants, and donated funds in support of the work of the Second State Capitol Commission for the restoration and preservation of the Capitol Building, the promotion of the historical significance of the Capitol Building, and the improved accessibility of the Capitol Building. Established in SB 470 (2001), the legislation also established the Second Capitol Commission Fund. Any moneys received by the Commission from sources other than appropriation, including from private sources, gifts, donations and grants, are to be credited to that fund and appropriated by the General Assembly. The Commission exercises general supervision and administration of the fund. Appropriation authority is required to allow for the expenditure of any funds that may be received.

An estimated appropriation is requested to ensure the ability to expend all funds should receipts exceed the stated authority amount.

**3. PROGRAM LISTING (list programs included in this core funding)**

N/A

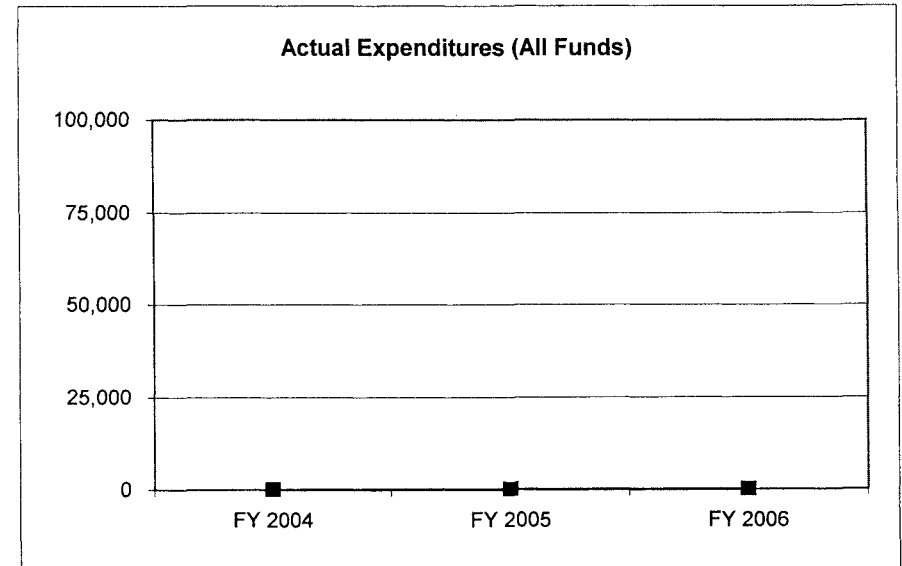


## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31049C
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core -</b>	2nd State Capitol Commission		

## 4. FINANCIAL HISTORY

	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Current Yr.
Appropriation (All Funds)	100,000	100,000	25,000	25,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	100,000	100,000	25,000	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	100,000	100,000	25,000	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	100,000	100,000	25,000	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

**CORE RECONCILIATION DETAIL**

**OFFICE OF ADMINISTRATION  
2ND STATE CAPITOL COMMISSION**

**5. CORE RECONCILIATION DETAIL**

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	EE	0.00	0	0	25,000	25,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	0	25,000	25,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	0	25,000	25,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	

**OFFICE OF ADMINISTRATION****DECISION ITEM DETAIL**

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>2ND STATE CAPITOL COMMISSION</b>								
<b>CORE</b>								
PROFESSIONAL SERVICES	0	0.00	25,000	0.00	25,000	0.00	25,000	0.00
TOTAL - EE	0	0.00	25,000	0.00	25,000	0.00	25,000	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$25,000</b>	<b>0.00</b>	<b>\$25,000</b>	<b>0.00</b>	<b>\$25,000</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$25,000	0.00	\$25,000	0.00	\$25,000	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>FAC MGMT SERVICES</b>								
<b>CORE</b>								
EXPENSE & EQUIPMENT								
STATE FACILITY MAINT & OPERAT	452,558	0.00	708,861	0.00	708,861	0.00	708,861	0.00
TOTAL - EE	452,558	0.00	708,861	0.00	708,861	0.00	708,861	0.00
PROGRAM-SPECIFIC								
STATE FACILITY MAINT & OPERAT	0	0.00	10	0.00	10	0.00	10	0.00
TOTAL - PD	0	0.00	10	0.00	10	0.00	10	0.00
<b>TOTAL</b>	<b>452,558</b>	<b>0.00</b>	<b>708,871</b>	<b>0.00</b>	<b>708,871</b>	<b>0.00</b>	<b>708,871</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$452,558</b>	<b>0.00</b>	<b>\$708,871</b>	<b>0.00</b>	<b>\$708,871</b>	<b>0.00</b>	<b>\$708,871</b>	<b>0.00</b>

## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31055C
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core -</b>	Facility Management Services		

**1. CORE FINANCIAL SUMMARY**

	FY 2008 Budget Request				
	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	708,861	708,861	E
PSD	0	0	10	10	
TRF	0	0	0	0	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>708,871</b>	<b>708,871</b>	

FTE	0.00	0.00	0.00	0.00
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<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: State Facility Maintenance and Operation Fund (0501)

Note: An "E" is requested for the other fund.

	FY 2008 Governor's Recommendation				
	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	708,861	708,861	E
PSD	0	0	10	10	
TRF	0	0	0	0	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>708,871</b>	<b>708,871</b>	

FTE	0.00	0.00	0.00	0.00
-----	------	------	------	------

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: State Facility Maintenance and Operation Fund (0501)

Note: An "E" is requested for the other fund.

**2. CORE DESCRIPTION**

This core represents revolving fund authority that allows the Division of Facilities Management, Design and Construction to make up-front payments for expenses associated with facility management, purchases of materials for facility modifications and tenant services that support agency programs. DFMD C then bills agencies for such costs via the interagency billing process.

This pass through appropriation gives DFMD C the ability to effectively manage facilities, modification projects and other services by establishing a mechanism to make up-front purchases for materials without reducing appropriation authority for facility operating purposes. The Division also makes up-front payments for other extraordinary services agencies may require that would otherwise place an unreasonable burden on the regular operating budget of the facility.

**3. PROGRAM LISTING (list programs included in this core funding)**

Asset Management

# CORE DECISION ITEM

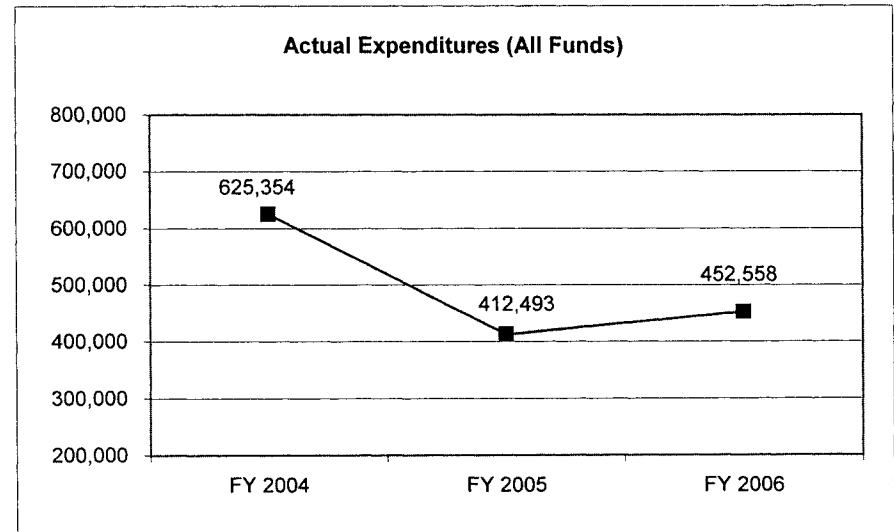
<b>Department</b>	Office of Administration
<b>Division</b>	Facilities Management, Design and Construction
<b>Core -</b>	Facility Management Services

**Budget Unit** 31055C

## 4. FINANCIAL HISTORY

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>	
Appropriation (All Funds)	630,000	708,871	708,871	708,871	E
Less Reverted (All Funds)	0	0	0	N/A	
Budget Authority (All Funds)	630,000	708,871	708,871	N/A	
Actual Expenditures (All Funds)	625,354	412,493	452,558	N/A	
Unexpended (All Funds)	4,646	296,378	256,313	N/A	
Unexpended, by Fund:					
General Revenue	0	0	0	N/A	
Federal	0	0	0	N/A	
Other	4,646	296,378	256,313	N/A	

(1)



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** (1) In FY04, original appropriation of \$330,000 E was increased by \$300,000 due to agency requirements.

## CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION  
FAC MGMT SERVICES

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	708,861	708,861	
	PD	0.00	0	0	10	10	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>708,871</b>	<b>708,871</b>	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	708,861	708,861	
	PD	0.00	0	0	10	10	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>708,871</b>	<b>708,871</b>	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	708,861	708,861	
	PD	0.00	0	0	10	10	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>708,871</b>	<b>708,871</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>FAC MGMT SERVICES</b>								
<b>CORE</b>								
SUPPLIES	11	0.00	0	0.00	0	0.00	0	0.00
REBILLABLE EXPENSES	452,547	0.00	708,861	0.00	708,861	0.00	708,861	0.00
<b>TOTAL - EE</b>	<b>452,558</b>	<b>0.00</b>	<b>708,861</b>	<b>0.00</b>	<b>708,861</b>	<b>0.00</b>	<b>708,861</b>	<b>0.00</b>
REFUNDS	0	0.00	10	0.00	10	0.00	10	0.00
<b>TOTAL - PD</b>	<b>0</b>	<b>0.00</b>	<b>10</b>	<b>0.00</b>	<b>10</b>	<b>0.00</b>	<b>10</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$452,558</b>	<b>0.00</b>	<b>\$708,871</b>	<b>0.00</b>	<b>\$708,871</b>	<b>0.00</b>	<b>\$708,871</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$452,558	0.00	\$708,871	0.00	\$708,871	0.00	\$708,871	0.00





# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>GENERAL SERVICES - OPERATING</b>								
<b>CORE</b>								
PERSONAL SERVICES								
GENERAL REVENUE	868,016	24.27	912,239	25.50	912,239	25.50	851,405	22.50
OA REVOLVING ADMINISTRATIVE TR	1,622,741	51.24	1,900,788	60.00	1,900,788	60.00	1,900,788	60.00
TOTAL - PS	2,490,757	75.51	2,813,027	85.50	2,813,027	85.50	2,752,193	82.50
EXPENSE & EQUIPMENT								
GENERAL REVENUE	126,054	0.00	92,974	0.00	92,974	0.00	185,824	0.00
OA REVOLVING ADMINISTRATIVE TR	1,196,589	0.00	1,044,028	0.00	1,044,028	0.00	1,044,028	0.00
TOTAL - EE	1,322,643	0.00	1,137,002	0.00	1,137,002	0.00	1,229,852	0.00
PROGRAM-SPECIFIC								
OA REVOLVING ADMINISTRATIVE TR	50,021	0.00	45,700	0.00	45,700	0.00	45,700	0.00
TOTAL - PD	50,021	0.00	45,700	0.00	45,700	0.00	45,700	0.00
<b>TOTAL</b>	<b>3,863,421</b>	<b>75.51</b>	<b>3,995,729</b>	<b>85.50</b>	<b>3,995,729</b>	<b>85.50</b>	<b>4,027,745</b>	<b>82.50</b>
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	0	0.00	0	0.00	25,541	0.00
OA REVOLVING ADMINISTRATIVE TR	0	0.00	0	0.00	0	0.00	57,023	0.00
TOTAL - PS	0	0.00	0	0.00	0	0.00	82,564	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>82,564</b>	<b>0.00</b>
<b>Optical Character Reader - 1300032</b>								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	0	0.00	625,000	0.00	625,000	0.00
TOTAL - EE	0	0.00	0	0.00	625,000	0.00	625,000	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>625,000</b>	<b>0.00</b>	<b>625,000</b>	<b>0.00</b>
<b>Mail Consolidation - 1300015</b>								
PERSONAL SERVICES								

**OFFICE OF ADMINISTRATION****DECISION ITEM SUMMARY**

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>GENERAL SERVICES - OPERATING</b>								
Mail Consolidation - 1300015								
PERSONAL SERVICES								
OA REVOLVING ADMINISTRATIVE TR	0	0.00	0	0.00	490,188	17.00	490,188	17.00
TOTAL - PS	0	0.00	0	0.00	490,188	17.00	490,188	17.00
TOTAL	0	0.00	0	0.00	490,188	17.00	490,188	17.00
<b>GRAND TOTAL</b>	<b>\$3,863,421</b>	<b>75.51</b>	<b>\$3,995,729</b>	<b>85.50</b>	<b>\$5,110,917</b>	<b>102.50</b>	<b>\$5,225,497</b>	<b>99.50</b>

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31113
<b>Division</b>	Division of General Services		
<b>Core -</b>	Operating		

## 1. CORE FINANCIAL SUMMARY

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	912,239	0	1,900,788	2,813,027
EE	92,974	0	1,044,028	1,137,002
PSD	0	0	45,700	45,700
TRF	0	0	0	0
<b>Total</b>	<b>1,005,213</b>	<b>0</b>	<b>2,990,516</b>	<b>3,995,729</b>
<b>FTE</b>	<b>25.50</b>	<b>0.00</b>	<b>60.00</b>	<b>85.50</b>

<b>Est. Fringe</b>	446,632	0	930,626	1,377,258
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds: Revolving Administrative Trust Fund (0505)

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	851,405	0	1,900,788	2,752,193
EE	185,824	0	1,044,028	1,229,852
PSD	0	0	45,700	45,700
TRF	0	0	0	0
<b>Total</b>	<b>1,037,229</b>	<b>0</b>	<b>2,990,516</b>	<b>4,027,745</b>
<b>FTE</b>	<b>22.50</b>	<b>0.00</b>	<b>60.00</b>	<b>82.50</b>

<b>Est. Fringe</b>	416,848	0	930,626	1,347,474
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds: Revolving Administrative Trust Fund (0505)

## 2. CORE DESCRIPTION

Core funding to support the Division of General Services, a multi-faceted organization providing a number of essential support services to state agencies and to the Office of Administration.

**State Printing** provides comprehensive reproduction services including design, printing, finishing, and quick copy services. **Mail Services** advises agencies on efficient mailing practices, provides comprehensive mailing services to the Office of Administration and conducts interagency delivery of mail within the Jefferson City area. **Risk Management** administers the Legal Expense Fund and the workers' compensation program for state employees, purchases insurance as required, coordinates the Statewide Safety Steering Committee and advises state agencies on risk management issues. **Vehicle Maintenance** operates a centralized maintenance facility to provide mechanical repairs and body shop services for state vehicles based in the Mid-Missouri area. **Fleet Management** establishes statewide policies governing state vehicle operations and management; coordinates a centralized fleet information system and serves as a resource for fleet management issues. General Services also provides administrative support and staffing to operate the **Missouri Public Entity Risk Management Fund (MOPERM)** program.

## 3. PROGRAM LISTING (list programs included in this core funding)

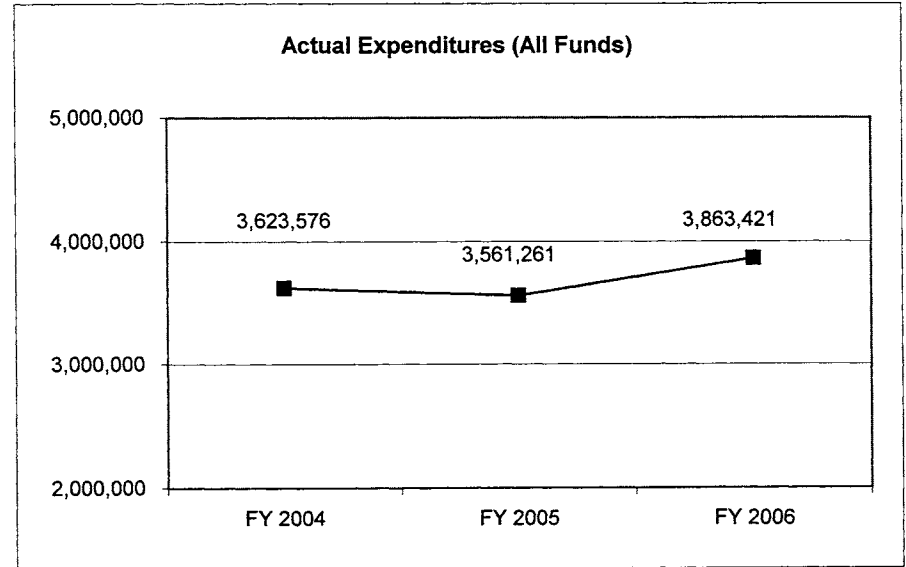
State Printing	Fleet Management
Risk Management	Mail Services
Vehicle Maintenance	

## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31113
<b>Division</b>	Division of General Services		
<b>Core -</b>	Operating		

## 4. FINANCIAL HISTORY

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)	5,225,816	4,386,926	4,198,491	3,995,729
Less Reverted (All Funds)	(35,904)	(59,669)	(31,225)	N/A
Budget Authority (All Funds)	5,189,912	4,327,257	4,167,266	N/A
Actual Expenditures (All Funds)	3,623,576	3,561,261	3,863,421	N/A
Unexpended (All Funds)	1,566,336	765,996	303,845	N/A
Unexpended, by Fund:				
General Revenue	11,151	6	15,537	N/A
Federal	0	0	0	N/A
Other	1,555,185	765,990	288,308	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

**CORE RECONCILIATION DETAIL**

**OFFICE OF ADMINISTRATION  
GENERAL SERVICES - OPERATING**

**5. CORE RECONCILIATION DETAIL**

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>								
		PS	85.50	912,239	0	1,900,788	2,813,027	
		EE	0.00	92,974	0	1,044,028	1,137,002	
		PD	0.00	0	0	45,700	45,700	
		<b>Total</b>	<b>85.50</b>	<b>1,005,213</b>	<b>0</b>	<b>2,990,516</b>	<b>3,995,729</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		PS	85.50	912,239	0	1,900,788	2,813,027	
		EE	0.00	92,974	0	1,044,028	1,137,002	
		PD	0.00	0	0	45,700	45,700	
		<b>Total</b>	<b>85.50</b>	<b>1,005,213</b>	<b>0</b>	<b>2,990,516</b>	<b>3,995,729</b>	
<b>GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS</b>								
Transfer In	3020 4539	EE	0.00	32,016	0	0	32,016	From OA employee benefits for mail consolidation services
Core Reduction	2727 4537	PS	(3.00)	0	0	0	0	OA mail consolidation
Core Reallocation	2727 4537	PS	0.00	(60,834)	0	0	(60,834)	OA mail consolidation
Core Reallocation	2727 4539	EE	0.00	60,834	0	0	60,834	OA mail consolidation
<b>NET GOVERNOR CHANGES</b>			<b>(3.00)</b>	<b>32,016</b>	<b>0</b>	<b>0</b>	<b>32,016</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>								
		PS	82.50	851,405	0	1,900,788	2,752,193	
		EE	0.00	185,824	0	1,044,028	1,229,852	
		PD	0.00	0	0	45,700	45,700	
		<b>Total</b>	<b>82.50</b>	<b>1,037,229</b>	<b>0</b>	<b>2,990,516</b>	<b>4,027,745</b>	

# FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 31113	<b>DEPARTMENT:</b> Office of Administration
<b>BUDGET UNIT NAME:</b> Operating	<b>DIVISION:</b> General Services

**1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.**

## DEPARTMENT REQUEST

The Division of General Services requests a continuation of a 20% flexibility for both the personal services and expense and equipment appropriations within its operating core. Successive budget reductions over the past several years has left the agency with limited ability to respond to changing needs. Flexibility will allow the division to react to unforeseen issues that could impact the ability to fulfill its operational responsibilities.

		<u>Appr Total</u>	<u>Flex % Request</u>	<u>Flex Amount Request</u>
Operations - 0101	PS	\$851,405	20%	\$170,281
	E&E	\$185,824	20%	\$37,165
Operations - 0505	PS	\$1,900,788	20%	\$380,158
	E&E	\$1,044,028	20%	\$208,806

**2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.**

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
\$0	\$0	\$50,000

**3. Please explain how flexibility was used in the prior and/or current years.**

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>GENERAL SERVICES - OPERATING</b>								
<b>CORE</b>								
OFFICE SUPPORT ASST (CLERICAL)	0	0.00	24,685	1.00	24,685	1.00	24,685	1.00
ADMIN OFFICE SUPPORT ASSISTANT	79,372	2.81	54,872	2.00	29,892	1.00	29,892	1.00
SR OFC SUPPORT ASST (KEYBRD)	70,418	3.02	96,844	4.00	73,680	3.00	73,680	3.00
PRINTING SERVICES REP	130,392	3.85	140,700	4.00	140,700	4.00	140,700	4.00
PRINTING SERVICES TECH I	24,144	1.00	25,110	1.00	25,110	1.00	25,110	1.00
PRINTING SERVICES TECH II	33,513	1.38	304,911	11.00	272,888	11.00	272,888	11.00
PRINTING SERVICES TECH III	389,480	13.96	463,819	16.00	463,819	16.00	463,819	16.00
PRINTING SERVICES TECH IV	186,163	6.02	232,428	7.00	232,428	7.00	232,428	7.00
PRINTING SERVICES COOR	39,847	1.03	40,073	1.00	40,068	1.00	40,068	1.00
COMPUTER INFO TECHNOLOGIST I	0	0.00	40,860	1.00	0	0.00	0	0.00
STOREKEEPER II	26,808	1.00	27,880	1.00	27,876	1.00	27,876	1.00
FORMS ANAL III	37,128	1.00	38,613	1.00	38,616	1.00	38,616	1.00
ACCOUNTANT II	35,076	1.00	36,479	1.00	36,480	1.00	36,480	1.00
EXECUTIVE I	80,369	2.65	59,856	2.00	59,796	2.00	59,796	2.00
RISK MANAGEMENT TECH I	49,209	1.96	25,646	1.00	25,644	1.00	25,644	1.00
RISK MANAGEMENT TECH II	136,646	5.03	168,368	6.00	221,679	8.00	221,679	8.00
RISK MANAGEMENT SPEC I	36,047	1.01	37,203	1.00	37,200	1.00	37,200	1.00
RISK MANAGEMENT SPEC II	168,774	3.85	177,873	4.00	131,578	3.00	131,578	3.00
AIRCRAFT MAINTENANCE SPEC	43,003	1.01	0	0.00	0	0.00	0	0.00
AIRCRAFT PILOT	46,356	1.00	0	0.00	0	0.00	0	0.00
MAINTENANCE WORKER I	23,462	1.02	23,912	1.00	23,916	1.00	23,916	1.00
MAINTENANCE SPV I	35,076	1.00	36,479	1.00	36,480	1.00	36,480	1.00
MOTOR VEHICLE DRIVER	73,429	3.01	75,990	3.00	75,984	3.00	26,892	1.00
MOTOR VEHICLE MECHANIC	56,471	2.18	53,939	2.00	56,352	2.00	56,352	2.00
GRAPHIC ARTS SPEC II	60,975	2.02	62,874	2.00	62,880	2.00	62,880	2.00
GRAPHIC ARTS SPEC III	0	0.00	32,648	1.00	32,648	1.00	32,648	1.00
GRAPHICS SPV	31,942	0.80	0	0.00	41,688	1.00	41,688	1.00
OFFICE OF ADMINISTRATION MGR 1	141,394	3.00	146,004	3.00	199,708	4.00	199,708	4.00
OFFICE OF ADMINISTRATION MGR 2	117,419	2.00	121,068	2.00	124,679	2.00	124,679	2.00
OFFICE OF ADMINISTRATION MGR 3	60,200	1.00	62,608	1.00	62,616	1.00	62,616	1.00
DIVISION DIRECTOR	82,339	1.00	85,675	1.00	85,675	1.00	85,675	1.00
DESIGNATED PRINCIPAL ASST DIV	116,697	2.57	31,824	0.50	63,648	1.00	63,648	1.00



## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>GENERAL SERVICES - OPERATING</b>								
<b>CORE</b>								
ADMINISTRATIVE SECRETARY	0	0.00	39,075	1.00	39,072	1.00	39,072	1.00
MISCELLANEOUS TECHNICAL	52,303	2.22	44,711	2.00	25,542	1.50	13,800	0.50
SPECIAL ASST OFFICE & CLERICAL	26,305	1.11	0	0.00	0	0.00	0	0.00
<b>TOTAL - PS</b>	<b>2,490,757</b>	<b>75.51</b>	<b>2,813,027</b>	<b>85.50</b>	<b>2,813,027</b>	<b>85.50</b>	<b>2,752,193</b>	<b>82.50</b>
TRAVEL, IN-STATE	1,807	0.00	1,500	0.00	4,000	0.00	4,000	0.00
TRAVEL, OUT-OF-STATE	3,148	0.00	2,600	0.00	2,500	0.00	2,500	0.00
FUEL & UTILITIES	46,366	0.00	0	0.00	0	0.00	0	0.00
SUPPLIES	119,527	0.00	138,379	0.00	168,784	0.00	168,784	0.00
PROFESSIONAL DEVELOPMENT	8,916	0.00	10,600	0.00	11,360	0.00	11,360	0.00
COMMUNICATION SERV & SUPP	41,075	0.00	47,922	0.00	46,990	0.00	46,990	0.00
PROFESSIONAL SERVICES	79,637	0.00	73,937	0.00	18,241	0.00	111,091	0.00
JANITORIAL SERVICES	5,114	0.00	0	0.00	275	0.00	275	0.00
M&R SERVICES	35,152	0.00	7,860	0.00	110,223	0.00	110,223	0.00
MOTORIZED EQUIPMENT	93,580	0.00	65,000	0.00	130,000	0.00	130,000	0.00
OFFICE EQUIPMENT	54,160	0.00	50,650	0.00	67,552	0.00	67,552	0.00
OTHER EQUIPMENT	9,285	0.00	15,600	0.00	8,400	0.00	8,400	0.00
PROPERTY & IMPROVEMENTS	50	0.00	0	0.00	0	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	790,307	0.00	623,703	0.00	535,927	0.00	535,927	0.00
MISCELLANEOUS EXPENSES	34,519	0.00	99,251	0.00	32,750	0.00	32,750	0.00
<b>TOTAL - EE</b>	<b>1,322,643</b>	<b>0.00</b>	<b>1,137,002</b>	<b>0.00</b>	<b>1,137,002</b>	<b>0.00</b>	<b>1,229,852</b>	<b>0.00</b>
DEBT SERVICE	50,021	0.00	45,700	0.00	45,700	0.00	45,700	0.00
<b>TOTAL - PD</b>	<b>50,021</b>	<b>0.00</b>	<b>45,700</b>	<b>0.00</b>	<b>45,700</b>	<b>0.00</b>	<b>45,700</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$3,863,421</b>	<b>75.51</b>	<b>\$3,995,729</b>	<b>85.50</b>	<b>\$3,995,729</b>	<b>85.50</b>	<b>\$4,027,745</b>	<b>82.50</b>
<b>GENERAL REVENUE</b>	<b>\$994,070</b>	<b>24.27</b>	<b>\$1,005,213</b>	<b>25.50</b>	<b>\$1,005,213</b>	<b>25.50</b>	<b>\$1,037,229</b>	<b>22.50</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$2,869,351</b>	<b>51.24</b>	<b>\$2,990,516</b>	<b>60.00</b>	<b>\$2,990,516</b>	<b>60.00</b>	<b>\$2,990,516</b>	<b>60.00</b>

## PROGRAM DESCRIPTION

**Department:** Office of Administration

**Program Name:** State Printing Center

**Program is found in the following core budget(s):** General Services Operating Core, Rebillable Expenses Core

	GS Operating Core	Rebillable Expenses Core	TOTAL
GR			0
FEDERAL			0
OTHER	1,521,761	3,522,600	5,044,361
TOTAL	1,521,761	3,522,600	5,044,361

**1. What does this program do?**

State Printing provides comprehensive printing services to all state agencies, including printing consultation, art/graphics design, typesetting, offset and web printing, binding, quick copy color service and wide format copying.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Section 34.170 et. seq.

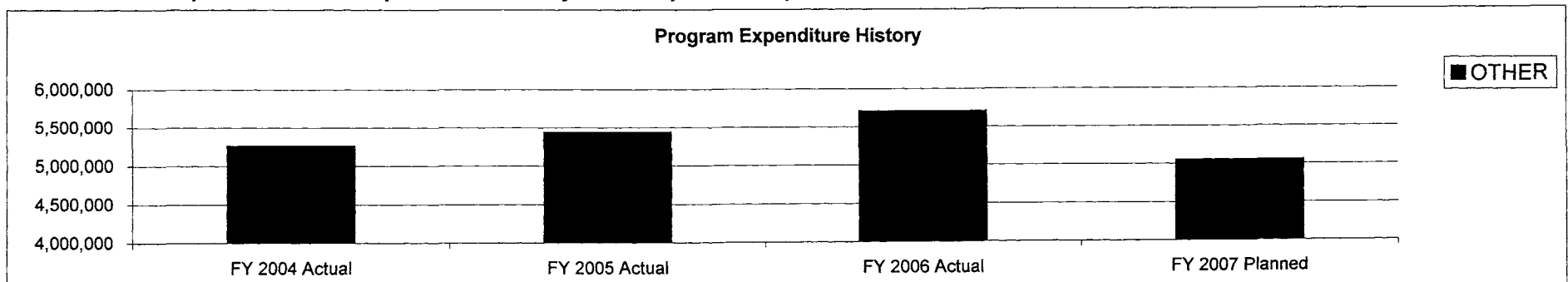
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

**Department:** Office of Administration

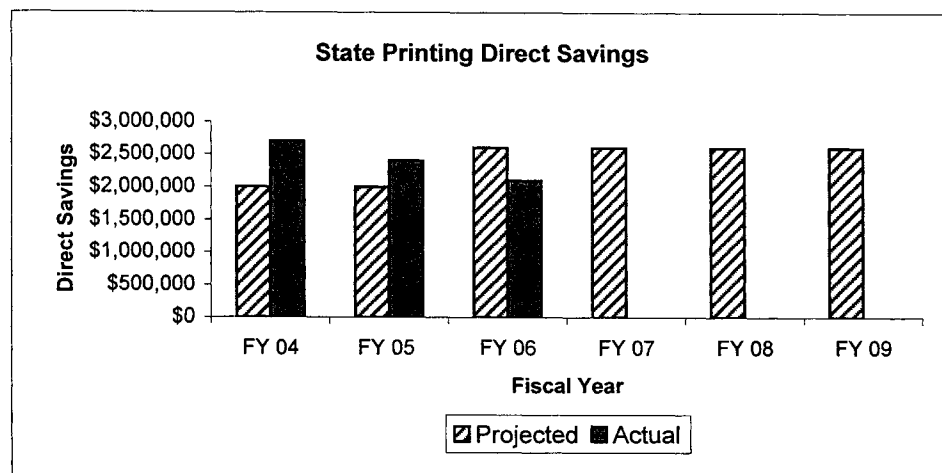
**Program Name:** State Printing Center

**Program is found in the following core budget(s):** General Services Operating Core, Rebillable Expenses Core

**6. What are the sources of the "Other " funds?**

OA Revolving Administrative Trust Fund (0505)

**7a. Provide an effectiveness measure.**



	FY 04		FY 05		FY 06		FY 07	FY 08	FY 09
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
% Savings Over Commercial Market	--	30.65%	--	28.07%	30.00%	25.70%	30.00%	30.00%	30.00%

**7b. Provide an efficiency measure.**

	FY 04		FY 05		FY 06		FY 07	FY 08	FY 09
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Cost Per Impression	\$0.0272	\$0.0220	\$0.0218	\$0.0210	\$0.0243	\$0.0220	\$0.0220	\$0.0220	\$0.0220

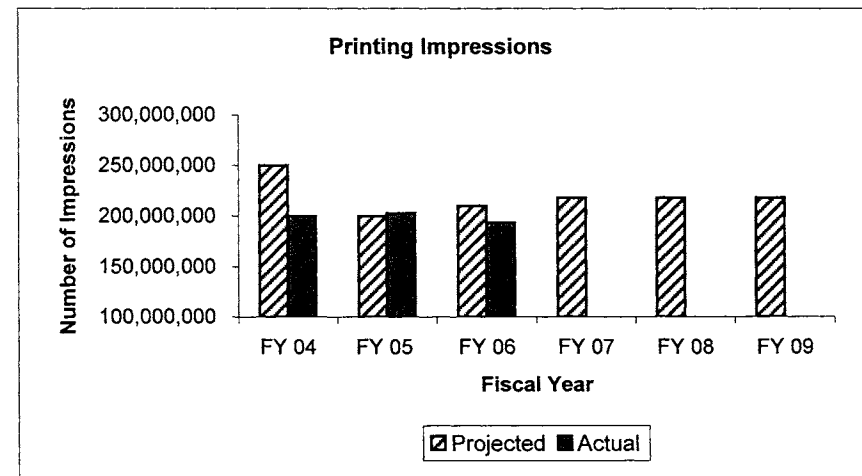
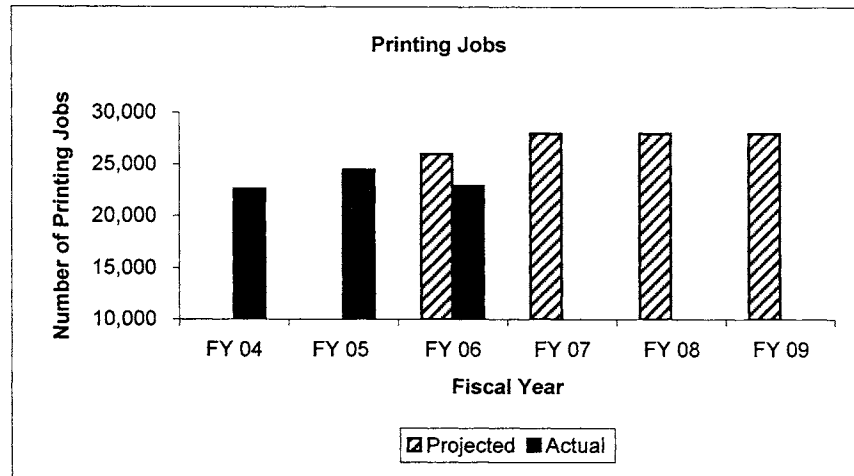
## PROGRAM DESCRIPTION

**Department:** Office of Administration

**Program Name:** State Printing Center

**Program is found in the following core budget(s):** General Services Operating Core, Rebillable Expenses Core

**7c. Provide the number of clients/individuals served, if applicable.**



**7d. Provide a customer satisfaction measure, if available.**

	FY 04		FY 05		FY 06		FY 07	FY 08	FY 09
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Jobs on Time %	90%	88%	89%	87%	89%	86%	90%	90%	90%
Rework %	0.15%	0.27%	0.30%	0.15%	0.25%	0.17%	0.25%	0.25%	0.25%

## PROGRAM DESCRIPTION

**Department:** Office of Administration

**Program Name:** Division of General Services - Risk Management

**Program is found in the following core budget(s):** General Services Operating Core, Workers' Compensation Core, Workers' Compensation Tax Core, Legal Expense Fund Core, Property Preservation Fund Core, Rebillable Expenses Core

	GS Operating Core	Workers' Comp Core	Workers' Comp Tax Core	Legal Expense Fund Core	Property Preserv. Fund Core	TOTAL
GR	615,514	19,738,523	1,915,000	6,000,000		28,269,037
FEDERAL						0
OTHER		500,000	60,000	757,435	1	1,317,436
<b>TOTAL</b>	<b>615,514</b>	<b>20,238,523</b>	<b>1,975,000</b>	<b>6,757,435</b>	<b>1</b>	<b>29,586,473</b>

**1. What does this program do?**

Risk Management administers the state's self-insured workers' compensation program for state employees, settles claims against the Legal Expense Fund, procures insurance to protect the state's assets and serves as a resource to state agencies on safety and risk management issues.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapter 287; Section 105.800; Section 105.711 et. seq.: Section 37.410 et. seq. and Section 537.600, RSMo

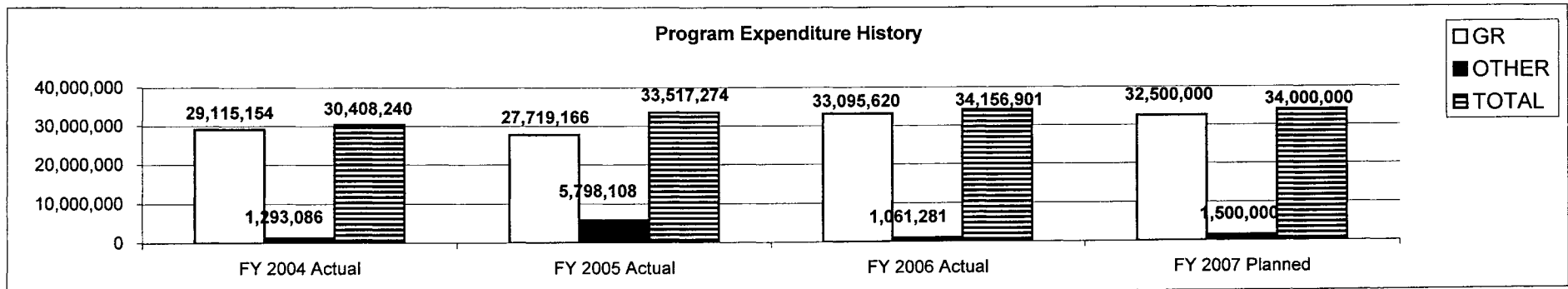
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

<b>Department:</b> Office of Administration									
<b>Program Name:</b> Division of General Services - Risk Management									
<b>Program is found in the following core budget(s):</b> General Services Operating Core, Workers' Compensation Core, Workers' Compensation Tax Core, Legal Expense Fund Core, Property Preservation Fund Core, Rebillable Expenses Core									
<b>6. What are the sources of the "Other " funds?</b>									
Conservation Commission Fund (0609), Legal Expense Fund (0692), Revolving Administrative Trust Fund (0505), Property Preservation Fund (0128). All other state funds that have workers' compensation expenditures reimburse GR through a transfer appropriation for expenditures and tax obligations. Similarly, certain other funds pay into the Legal Expense Fund through a transfer appropriation for their cost of claims.									
<b>7a. Provide an effectiveness measure.</b>									
	<b>FY 04</b>		<b>FY 05</b>		<b>FY 06</b>		<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
<b>Measure</b>	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Work Comp PPO Savings	\$4.6 M	\$4.0 M	\$4.0 M	\$4.7 M	\$4.7 M	\$7.0 M	\$6.6 M	\$6.9 M	\$7.2 M
% Medical Cost PPO Savings	30%	25%	25%	30%	30%	36%	33%	33%	33%
<b>7b. Provide an efficiency measure.</b>									
	<b>FY 04</b>		<b>FY 05</b>		<b>FY 06</b>		<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
<b>Measure</b>	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
WC Lost Workday Incidence Rate	1.4	1.23	1.3	1.05	1.25	1.07	1.15	1.25	1.25
Work Comp Benefit Cost per Emp.	\$289.00	\$316.53	\$325.81	\$308.77	\$300.00	\$327.17	\$340.00	\$355.00	\$375.00
Lost Time Claims per Adjuster	--	371	371	327	330	318	300	300	300
<b>7c. Provide the number of clients/individuals served, if applicable.</b>									
	<b>FY 04</b>		<b>FY 05</b>		<b>FY 06</b>		<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
<b>Measure</b>	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
WC Reported Injuries with Cost		4,321		4,142		3,834	3,800	3,800	3,800
Work Comp Payments Processed	42,500	46,214	41,000	40,536	41,000	43,510	41,000	41,000	41,000
Legal Expense Fund Claims Processed	400	274	300	303	300		300	300	300
<b>7d. Provide a customer satisfaction measure, if available.</b>									
	<b>FY 04</b>		<b>FY 05</b>		<b>FY 06</b>		<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
<b>Measure</b>	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Timeliness of TTD Payments		85%		84%		92%	95%	95%	95%
Average Days to Pay Medical Bills (Date of Service to Payment)		66		66		63	60	60	60

## PROGRAM DESCRIPTION

**Department:** Office of Administration

**Program Name:** Vehicle Maintenance

**Program is found in the following core budget(s):** General Services Operating Core and Rebillable Expenses Core

	GS Operating Core	Rebillable Expenses Core	TOTAL
GR			0
FEDERAL			0
OTHER	326,044	457,200	783,244
<b>TOTAL</b>	<b>326,044</b>	<b>457,200</b>	<b>783,244</b>

**1. What does this program do?**

Vehicle Maintenance provides complete diagnostic, mechanical repair and body shop services for state vehicles principally stationed in the Jefferson City area.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

N/A

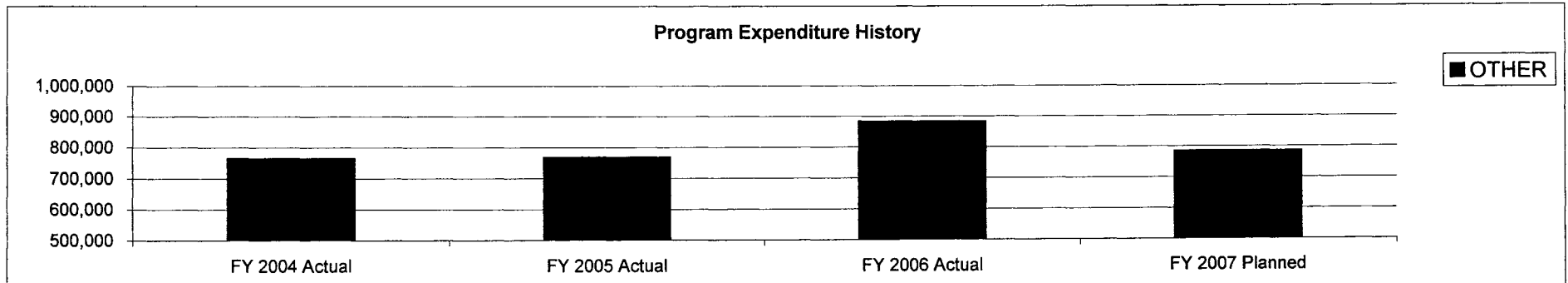
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

**Department:** Office of Administration

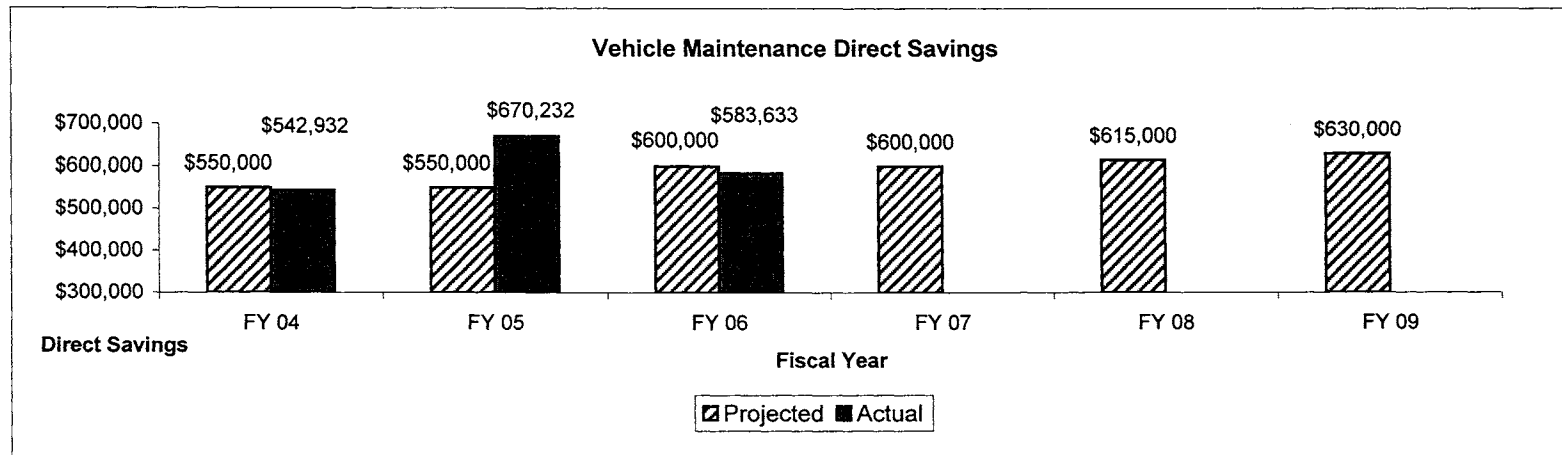
**Program Name:** Vehicle Maintenance

**Program is found in the following core budget(s):** General Services Operating Core and Rebillable Expenses Core

**6. What are the sources of the "Other " funds?**

OA Revolving Administrative Trust Fund (0505)

**7a. Provide an effectiveness measure.**



	FY 04		FY 05		FY 06		FY 07	FY 08	FY 09
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Direct Savings %	--	42.2%	43.0%	46.5%	43.0%	42.8%	43.0%	44.0%	45.0%

**7b. Provide an efficiency measure.**

	FY 04		FY 05		FY 06		FY 07	FY 08	FY 09
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Revenues per Employee	\$110,000	\$106,345	\$110,000	\$109,959	\$110,000	\$111,411	\$115,000	\$115,000	\$115,000



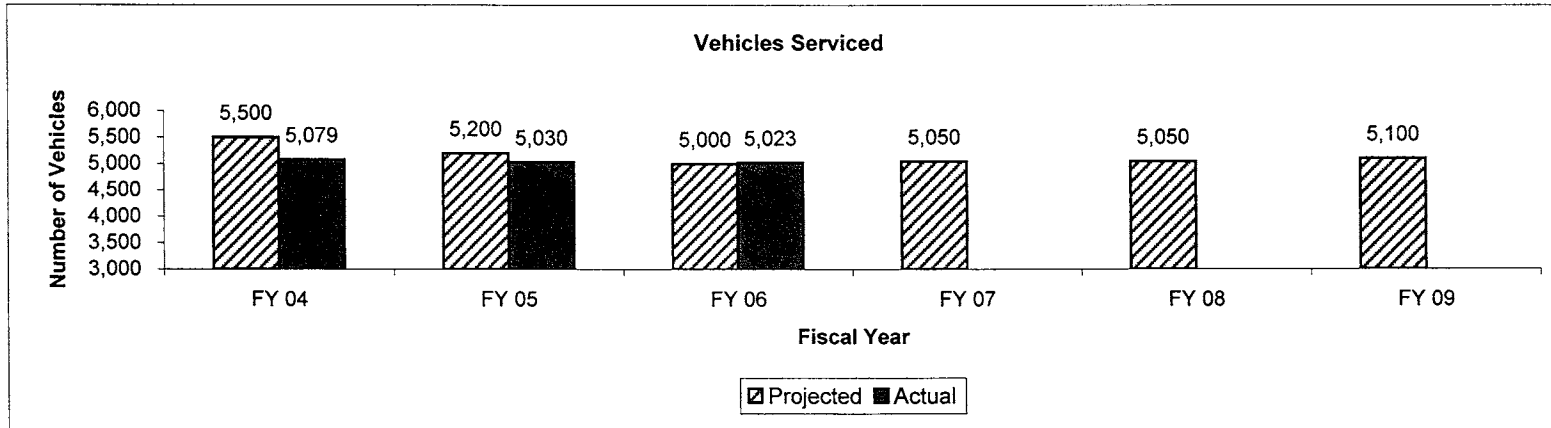
## PROGRAM DESCRIPTION

**Department:** Office of Administration

**Program Name:** Vehicle Maintenance

**Program is found in the following core budget(s):** General Services Operating Core and Rebillable Expenses Core

**7c. Provide the number of clients/individuals served, if applicable.**



**7d. Provide a customer satisfaction measure, if available.**

## PROGRAM DESCRIPTION

**Department:** Office of Administration

**Program Name:** Fleet Management

**Program is found in the following core budget(s):** GS Operating Core, Rebillable Expenses Core

	GS Operating Core	Rebillable Expenses Core	TOTAL
GR			0
FEDERAL			0
OTHER	56,871	660,000	716,871
<b>TOTAL</b>	<b>56,871</b>	<b>660,000</b>	<b>716,871</b>

**1. What does this program do?**

Fleet Management establishes statewide policies governing state vehicle operations and management; coordinates a centralized fleet information system, preapproves most agency vehicle purchases, operates a centralized car pool, reports annually the status of the state vehicle fleet to the Governor and General Assembly and serves as a resource on fleet management issues.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Section 37.450, RSMo

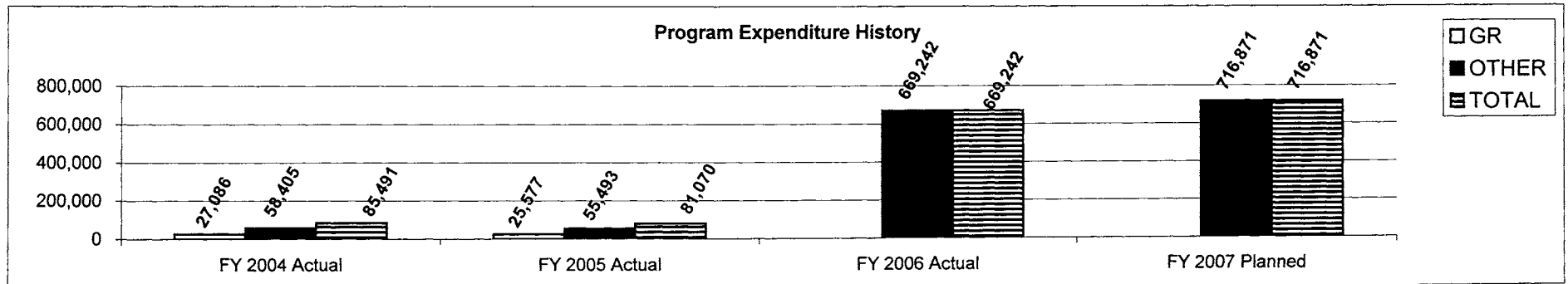
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

**Department:** Office of Administration

**Program Name:** Fleet Management

**Program is found in the following core budget(s):** GS Operating Core, Rebillable Expenses Core

**6. What are the sources of the "Other " funds?**

OA Revolving Administrative Trust Fund

**7a. Provide an effectiveness measure.**

	FY 04		FY 05		FY 06		FY 07	FY 08	FY 09
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Cost Per Mile - Sedans		\$0.196	\$0.220	\$0.206					
Average Annual Pool Miles		15,458	-	16,166	-	16,344	16,500	16,750	17,000
Average Passenger Vehicle Age (Yrs)		5.96	6.96	6.67	7.96	7.83	8.83*	9.83*	10.83*
Average Passenger Vehicle Odometer Reading		80,516	91,964	89,152	102,377*	90,371	103,161*	115,952*	128,743*

\*Assuming no replacements

**7b. Provide an efficiency measure.**

	FY 04		FY 05		FY 06		FY 07	FY 08	FY 09
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Employees per Licensed Vehicle	5.9	5.56	5.9	5.51	5.6	5.39	5.4	5.3	5.2

**7c. Provide the number of clients/individuals served, if applicable.**

	FY 04		FY 05		FY 06		FY 07	FY 08	FY 09
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Licensed State Vehicles	10,500	10,811	10,800	10,886	-	10,903	11,000	11,250	11,500

**7d. Provide a customer satisfaction measure, if available.**

## PROGRAM DESCRIPTION

**Department:** Office of Administration

**Program Name:** Mail Services

**Program is found in the following core budget(s):** GS Operating Core, Rebillable Expenses Core

	GS Operating Core	Rebillable Expenses Core	TOTAL
GR	154,074		154,074
FEDERAL			0
OTHER		168,000	168,000
<b>TOTAL</b>	<b>154,074</b>	<b>168,000</b>	<b>322,074</b>

**1. What does this program do?**

Mail Services provides comprehensive mailing services to state agencies operating within the Jefferson City area.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Section 37.120, RSMo.

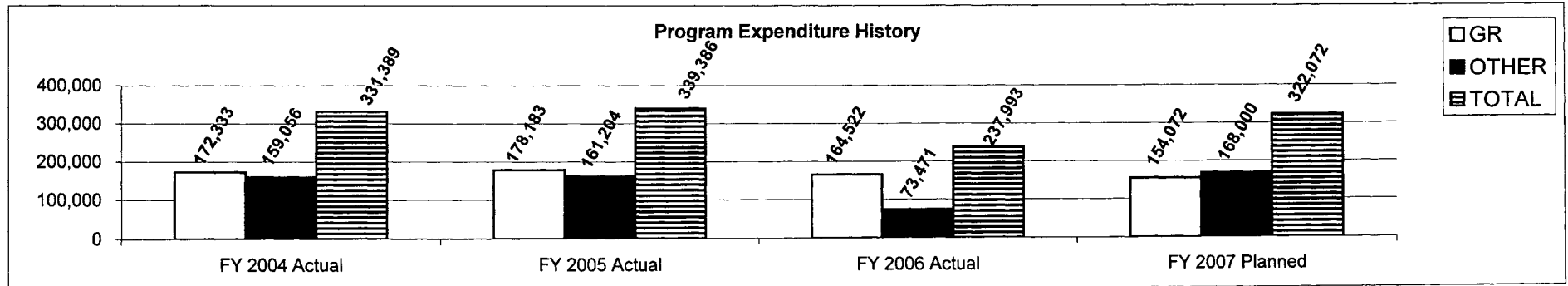
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

**Department:** Office of Administration

**Program Name:** Mail Services

**Program is found in the following core budget(s):** GS Operating Core, Rebillable Expenses Core

**6. What are the sources of the "Other " funds?**

OA Revolving Administrative Trust Fund (0505)

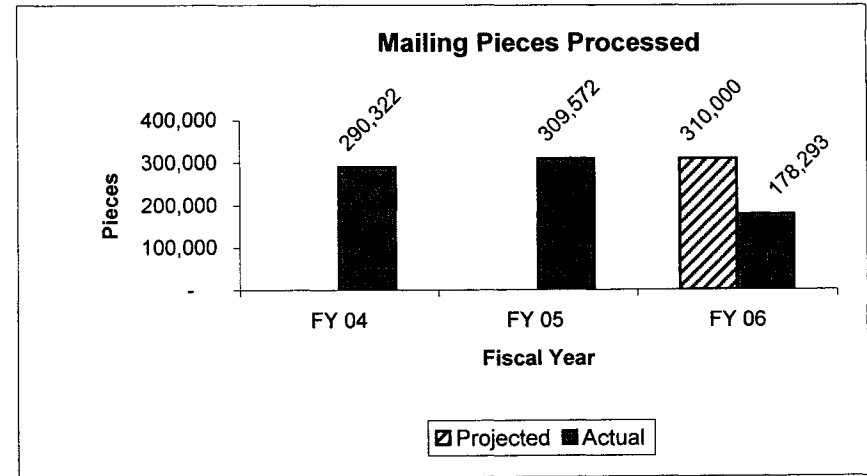
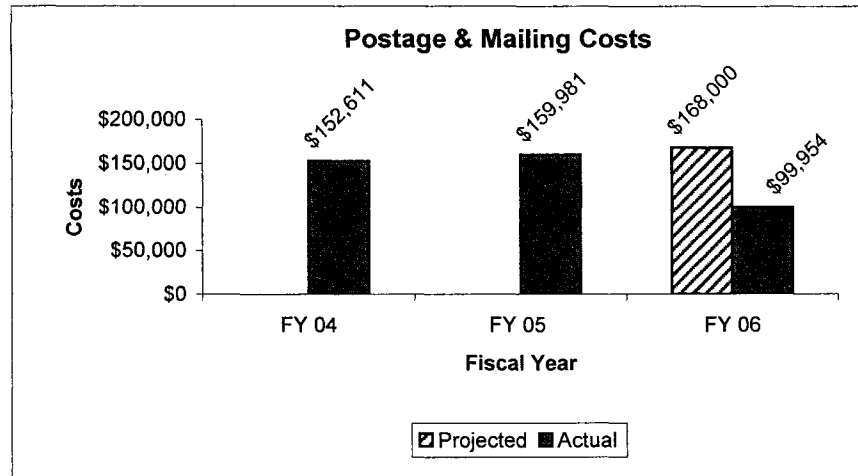
**7a. Provide an effectiveness measure.**

N/A

**7b. Provide an efficiency measure.**

N/A

**7c. Provide the number of clients/individuals served, if applicable.**



**7d. Provide a customer satisfaction measure, if available.**

N/A

**RANK: 9 OF 24**

**RANK: 9 OF 24**

1. AMOUNT OF REQUEST	
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[illegible]

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Model 1 (1994)	Model 2 (1994)	Model 3 (1994)	Model 4 (1994)	Model 5 (1994)	Model 6 (1994)	Model 7 (1994)	Model 8 (1994)	Model 9 (1994)	Model 10 (1994)	Model 11 (1994)	Model 12 (1994)	Model 13 (1994)	Model 14 (1994)	Model 15 (1994)	Model 16 (1994)	Model 17 (1994)	Model 18 (1994)	Model 19 (1994)	Model 20 (1994)	Model 21 (1994)	Model 22 (1994)	Model 23 (1994)	Model 24 (1994)	Model 25 (1994)	Model 26 (1994)	Model 27 (1994)	Model 28 (1994)	Model 29 (1994)	Model 30 (1994)	Model 31 (1994)	Model 32 (1994)	Model 33 (1994)	Model 34 (1994)	Model 35 (1994)	Model 36 (1994)	Model 37 (1994)	Model 38 (1994)	Model 39 (1994)	Model 40 (1994)	Model 41 (1994)	Model 42 (1994)	Model 43 (1994)	Model 44 (1994)	Model 45 (1994)	Model 46 (1994)	Model 47 (1994)	Model 48 (1994)	Model 49 (1994)	Model 50 (1994)	Model 51 (1994)	Model 52 (1994)	Model 53 (1994)	Model 54 (1994)	Model 55 (1994)	Model 56 (1994)	Model 57 (1994)	Model 58 (1994)	Model 59 (1994)	Model 60 (1994)	Model 61 (1994)	Model 62 (1994)	Model 63 (1994)	Model 64 (1994)	Model 65 (1994)	Model 66 (1994)	Model 67 (1994)	Model 68 (1994)	Model 69 (1994)	Model 70 (1994)	Model 71 (1994)	Model 72 (1994)	Model 73 (1994)	Model 74 (1994)	Model 75 (1994)	Model 76 (1994)	Model 77 (1994)	Model 78 (1994)	Model 79 (1994)	Model 80 (1994)	Model 81 (1994)	Model 82 (1994)	Model 83 (1994)	Model 84 (1994)	Model 85 (1994)	Model 86 (1994)	Model 87 (1994)	Model 88 (1994)	Model 89 (1994)	Model 90 (1994)	Model 91 (1994)	Model 92 (1994)	Model 93 (1994)	Model 94 (1994)	Model 95 (1994)	Model 96 (1994)	Model 97 (1994)	Model 98 (1994)	Model 99 (1994)	Model 100 (1994)
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[illegible]

## NEW DECISION ITEM

RANK: 9 OF 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31113C
<b>Division</b>	General Services		
<b>DI Name</b>	MLOCR Mail Sorting Equipment	<b>DI#</b>	1300032

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

This request would provide funds to purchase a MLOCR mail sorter and supporting software for use by the newly established central mail operation. A multi-line, optical character reader (MLOCR ) is high-speed, mail presorting equipment that co-mingles mail from multiple mail streams, interfaces with addressing software, applies barcodes and sorts mail into zip code order to achieve the highest postage discounts. Currently, most state agencies individually send certain mail to presort services, receiving only a portion of the postage savings available from the United States Postal Service (USPS). The USPS provides discounts under their "work-share" program when sorting services are performed for them.

Using a MLOCR to improve postal discounts is a best practice among large organizations, including state governments. Of other states contacted, the majority have acquired one or more MLOCRs to achieve greater postal discounts. The additional discounts achieved should offset a large portion of the postal rate increase anticipated in 2007. Savings realized through the operation of the MLOCR would either be retained by the agencies as a partial offset to increased postage costs or could be considered when administrative savings are extracted in a future budget cycle

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

Based on a conservative estimate of total outgoing mail volume and final qualification rates, the fully-costed average rate per mail piece is projected to be \$.3203 for mail run through the MLOCR sorter compared to the average current rate of \$.3365. The difference in average rates times the expected volume equates to over \$330,000 in projected annual savings, providing a pay back of less than two years. With the USPS rate plan filed for 2007, the payback would be even faster.

This analysis assumes only 20.5 million pieces of the current 34 million pieces from state agencies would be run through this sorter. If additional agencies or elected offices choose to participate and/or if automated insert mail is included, the additional volume would improve the qualification rates and reduce the administrative costs per piece, resulting in additional savings. The analysis also assumes just 45% of the mail would qualify under the 5-digit rate while experience by other states and vendor estimates project the 5-digit qualification to be at least 55%.

Staffing and operational expenses of the MLOCR will be paid from currently appropriated resources. These funds are requested on a one-time basis.

NEW DECISION ITEM  
RANK: 9 OF 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31113C
<b>Division</b>	General Services		
<b>DI Name</b>	MLOCR Mail Sorting Equipment	<b>DI#</b>	1300032

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.									
Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0	0
Other Equipment	625,000						625,000		625,000
							0		
							0		
<b>Total EE</b>	625,000		0		0		625,000		625,000
Program Distributions							0		
<b>Total PSD</b>	0		0		0		0		0
Transfers									
<b>Total TRF</b>	0		0		0		0		0
<b>Grand Total</b>	625,000	0.0	0	0.0	0	0.0	625,000	0.0	625,000



## NEW DECISION ITEM

RANK: 9 OF 24

<b>Department</b> Office of Administration		<b>Budget Unit</b> 31113C							
<b>Division</b> General Services									
<b>DI Name</b> MLOCR Mail Sorting Equipment		<b>DI#</b> 1300032							
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>
Other Equipment	625,000						625,000		625,000
							0		
							0		
							0		
<b>Total EE</b>	<u>625,000</u>		<u>0</u>		<u>0</u>		<u>625,000</u>		<u>625,000</u>
Program Distributions							0		
<b>Total PSD</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
Transfers									
<b>Total TRF</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
<b>Grand Total</b>	<u>625,000</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>625,000</u>	<u>0.0</u>	<u>625,000</u>

**NEW DECISION ITEM**  
RANK: 9 OF 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31113C
<b>Division</b>	General Services		
<b>DI Name</b>	MLOCR Mail Sorting Equipment	<b>DI#</b>	1300032

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an effectiveness measure.**

Estimated Minimum Annual Postage Savings: \$330,000

**6b. Provide an efficiency measure.**

Estimated Savings per Piece: \$0.0162

**6c. Provide the number of clients/individuals served, if applicable.**

Estimated Annual Volume Sorted: 20,500,000

**6d. Provide a customer satisfaction measure, if available.**

**OFFICE OF ADMINISTRATION****DECISION ITEM DETAIL**

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>GENERAL SERVICES - OPERATING</b>								
Optical Character Reader - 1300032								
OTHER EQUIPMENT	0	0.00	0	0.00	625,000	0.00	625,000	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>625,000</b>	<b>0.00</b>	<b>625,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$625,000</b>	<b>0.00</b>	<b>\$625,000</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>								
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

**NEW DECISION ITEM**  
**RANK:** 16 **OF** 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31113C
<b>Division</b>	General Services		
<b>DI Name</b>	Mail Consolidation	<b>DI#</b>	1300015

**1. AMOUNT OF REQUEST**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	490,188	490,188
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>490,188</b>	<b>490,188</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>17.00</b>	<b>17.00</b>

<b>Est. Fringe</b>	0	0	239,996	239,996
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: OA Revolving Administrative Trust Fund (0505)

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	490,188	490,188
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>490,188</b>	<b>490,188</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>17.00</b>	<b>17.00</b>

<b>Est. Fringe</b>	0	0	239,996	239,996
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: OA Revolving Administrative Trust Fund (0505)

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input checked="" type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

## NEW DECISION ITEM

RANK: 16 OF 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31113C
<b>Division</b>	General Services		
<b>DI Name</b>	Mail Consolidation	<b>DI#</b>	1300015

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

Mail services are currently provided in a decentralized fashion for state agencies operating in Jefferson City. Each agency operates independent mailrooms to receive, distribute and process their mail, which creates considerable duplication of effort, equipment, vehicles and personnel. Agencies report 68 FTEs performing central mail functions working in 30 mailrooms occupying over 36,750 sq. ft. of state office space. These agencies drive 35 vehicles more than 249,000 miles per year to pick-up and deliver mail for area state offices. The total annual expenditures for these agency-run mail operations exceed \$19 million. Decentralized operations limit the state's ability to efficiently utilize existing resources.

In December 2005, the Commissioner of Administration established an interagency committee to evaluate options for improving the efficiency of state agency mail services. This committee, composed of representatives from all executive agencies, worked together over several months and recommended the internal consolidation of mail services using a phased-in approach. All Executive branch agencies except for MoDOT, Conservation, Revenue and Social Services will consolidate in Phase I which is planned for early FY 08. Revenue and Social Services will be added in Phase II once the initial consolidation has been fully established and is functioning efficiently.

Centralized management will provide further opportunities to implement industry best practices and provide the following additional benefits:

4 Reduced duplicative administrative efforts and resources

- ☐ Increased savings from volume-based presort discounts
- ☐ Integrated mail streams for greater postage discounts

g Reduced monies setting idle on postage meters

- ☐ Consistent mail standards and practices
- ☐ Improved data collection and reporting for benchmarking purposes

OA has identified 30.75 FTEs performing central mail functions for Phase I agencies. These FTEs are being cut from the respective agency cores. This decision item will establish revolving fund FTEs for the central mail operation. This request for 17 FTEs added to 7 current vacancies will provide a total of 24 positions in the consolidated operation. This includes three positions for a new sorting operation to further improve postage discounts not currently performed within state government. This consolidation will result in a net reduction of over 13 FTEs in Phase I alone.

State agencies will initially retain the appropriated funds associated with the eliminated FTEs to pay the billings for services from the central mail operation. Once the cost to provide services to each agency is determined, the charges for centralized mail operations will be compared to the agency's core funding for these activities and appropriate reductions will be made in the FY 09 or FY 10 budget.

Phase I agencies consolidated outgoing mail operations in December 2006 to avoid purchasing dozens of replacement meters required to comply with new United States Postal Service regulations.

Authority to consolidate mail operations within Jefferson City is granted to the Commissioner in Section 37.120 RSMo.

NEW DECISION ITEM  
RANK: 16 OF 24

<b>Department</b> Office of Administration	<b>Budget Unit</b> 31113C
<b>Division</b> General Services	
<b>DI Name</b> Mail Consolidation	<b>DI#</b> 1300015

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

The division contacted a number of states to identify their staffing levels based on volumes, functions and scope of operations. Comparisons to the University of Missouri and larger state mailrooms were made to determine the required staffing levels. Specific activities and functions were classified and resource requirements identified.

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
Office of Administration Mgr. I					48,216	1.00	48,216	1.00	
Admin. Office Support Assistant					28,368	1.00	28,368	1.00	
Mail Technician IV					96,228	3.00	96,228	3.00	
Mail Technician II					317,376	12.00	317,376	12.00	
<b>Total PS</b>	0	0.0	0	0.0	490,188	17.0	490,188	17.0	0
							0		
							0		
							0		
<b>Total EE</b>	0		0		0		0		0
Program Distributions							0		
<b>Total PSD</b>	0		0		0		0		0
Transfers									
<b>Total TRF</b>	0		0		0		0		0
<b>Grand Total</b>	0	0.0	0	0.0	490,188	17.0	490,188	17.0	0

## NEW DECISION ITEM

RANK: 16 OF 24

<b>Department</b>	Office of Administration				<b>Budget Unit</b> 31113C				
<b>Division</b>	General Services								
<b>DI Name</b>	Mail Consolidation				<b>DI#</b> 1300015				
	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
<b>Budget Object Class/Job Class</b>									
							0	0.0	
Office of Administration Mgr. I					48,216	1.00	48,216	1.00	
Admin. Office Support Assistant					28,368	1.00	28,368	1.00	
Mail Technician IV					96,228	3.00	96,228	3.00	
Mail Technician II					317,376	12.00	317,376	12.00	
							0	0.0	
<b>Total PS</b>	0	0.0	0	0.0	490,188	17.0	490,188	17.0	0
							0		
							0		
							0		
							0		
<b>Total EE</b>	0		0		0		0		0
Program Distributions							0		
<b>Total PSD</b>	0		0		0		0		0
Transfers							0		
<b>Total TRF</b>	0		0		0		0		0
<b>Grand Total</b>	0	0.0	0	0.0	490,188	17.0	490,188	17.0	0

NEW DECISION ITEM  
RANK: 16 OF 24

Department	Office of Administration	Budget Unit	31113C
Division	General Services		
DI Name	Mail Consolidation	DI#	1300015

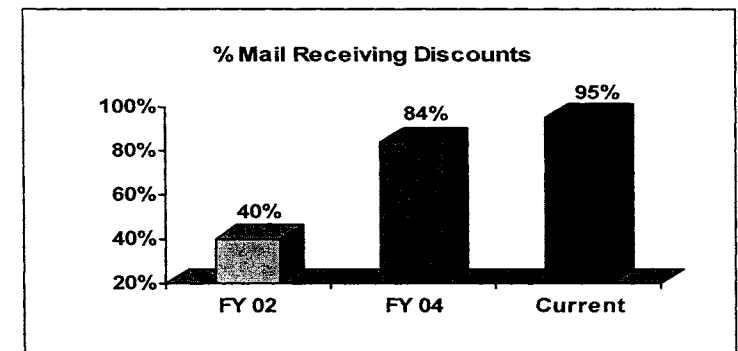
**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an effectiveness measure.**

***Consolidation - Phase I Reductions***

FTEs	22% to 32%
Mailing Equipment	59%
Vehicles	64%
Postage	5%

**6b. Provide an efficiency measure.**



**6c. Provide the number of clients/individuals served, if applicable.**

Outgoing Mail Volume	13,000,000
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**6d. Provide a customer satisfaction measure, if available.**

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**



**OFFICE OF ADMINISTRATION****DECISION ITEM DETAIL**

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>GENERAL SERVICES - OPERATING</b>								
<b>Mail Consolidation - 1300015</b>								
ADMIN OFFICE SUPPORT ASSISTANT	0	0.00	0	0.00	28,368	1.00	28,368	1.00
PRINTING SERVICES TECH II	0	0.00	0	0.00	317,376	12.00	317,376	12.00
PRINTING SERVICES TECH IV	0	0.00	0	0.00	96,228	3.00	96,228	3.00
OFFICE OF ADMINISTRATION MGR 1	0	0.00	0	0.00	48,216	1.00	48,216	1.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>490,188</b>	<b>17.00</b>	<b>490,188</b>	<b>17.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$490,188</b>	<b>17.00</b>	<b>\$490,188</b>	<b>17.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$490,188</b>	<b>17.00</b>	<b>\$490,188</b>	<b>17.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
STATE PROPERTY PRSRVTN TRF								
CORE								
FUND TRANSFERS								
GENERAL REVENUE	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - TRF	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL	0	0.00	1	0.00	1	0.00	1	0.00
GRAND TOTAL	\$0	0.00	\$1	0.00	\$1	0.00	\$1	0.00

## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31043
<b>Division</b>	Division of General Services		
<b>Core -</b>	Property Preservation Fund Transfer		

## 1. CORE FINANCIAL SUMMARY

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	1	0	0	1 E
<b>Total</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1 E</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	1	0	0	1 E
<b>Total</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1 E</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

Core request for the purpose of funding the Property Preservation Fund. Transfers from General Revenue are made on an as needed, if needed basis.

## 3. PROGRAM LISTING (list programs included in this core funding)

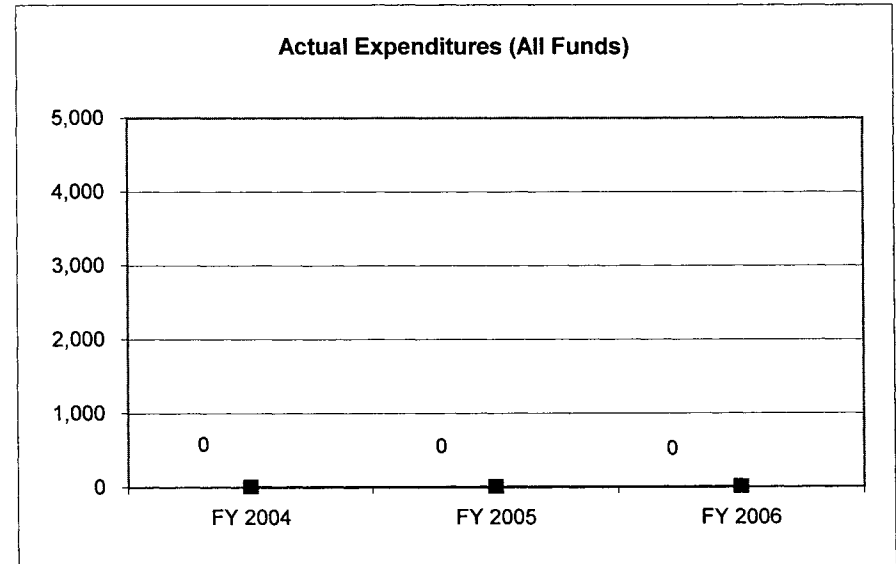
Risk Management

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31043
<b>Division</b>	Division of General Services		
<b>Core -</b>	Property Preservation Fund Transfer		

## 4. FINANCIAL HISTORY

	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Current Yr.
Appropriation (All Funds)	1	1	1	1 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1	1	1	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	1	1	1	N/A
Unexpended, by Fund:				
General Revenue	1	1	1	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### NOTES:

An "E" is requested for \$1 General Revenue.

## CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION  
STATE PROPERTY PRSRVTN TRF

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	1	0	0	1	
	<b>Total</b>	<b>0.00</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	
DEPARTMENT CORE REQUEST							
	TRF	0.00	1	0	0	1	
	<b>Total</b>	<b>0.00</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	1	0	0	1	
	<b>Total</b>	<b>0.00</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
STATE PROPERTY PRSRVTN TRF								
CORE								
FUND TRANSFERS	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - TRF	0	0.00	1	0.00	1	0.00	1	0.00
GRAND TOTAL	\$0	0.00	\$1	0.00	\$1	0.00	\$1	0.00
GENERAL REVENUE	\$0	0.00	\$1	0.00	\$1	0.00	\$1	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

## OFFICE OF ADMINISTRATION

## DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>STATE PROPERTY PRSRVTN PMTS</b>									
<b>CORE</b>									
PROGRAM-SPECIFIC									
STATE PROPERTY PRESERVATION	0	0.00	1	0.00	1	0.00	1	0.00	
TOTAL - PD	0	0.00	1	0.00	1	0.00	1	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>1</b>	<b>0.00</b>	<b>1</b>	<b>0.00</b>	<b>1</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$1</b>	<b>0.00</b>	<b>\$1</b>	<b>0.00</b>	<b>\$1</b>	<b>0.00</b>	

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31044
<b>Division</b>	Division of General Services		
<b>Core -</b>	Property Preservation Fund		

## 1. CORE FINANCIAL SUMMARY

FY 2008 Budget Request					FY 2008 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	1	1 E	PSD	0	0	1	1 E
TRF	0	0	0	0	TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1 E</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1 E</b>
FTE					FTE				
	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Property Preservation Fund (0128)

Other Funds: Property Preservation Fund (0128)

## 2. CORE DESCRIPTION

Core appropriation to authorize payments from the Property Preservation Fund - a self-funded alternative to the purchase of property insurance for bonded state owned or leased facilities.

The State of Missouri is required under bond covenants to purchase property insurance for bonded state buildings to protect the bondholders should the assets backing the bonds, the covered buildings, be damaged or destroyed. Prior to the passage of legislation creating the Property Preservation Fund, over 92.5% of the value of all state property was uninsured. The remaining 7.5% was covered by property insurance. Property insurance had been escalating in costs over the previous few years. The Property Preservation Fund was created to provide coverage to named property for purposes of repairing or replacing state-owned or leased property damaged from natural or man-made events. Only if a loss to a covered building occurs would a payment be made. The Fund is estimated to save the state over \$1 million annually in insurance costs.

This appropriation will be used to repair or replace certain state-owned or leased property damaged from natural or man-made events. Due to the uncertainty of losses, actual expenditures from the fund may fluctuate significantly from year to year. In any given year there is the risk that a bonded building may be damaged and the state would be liable for the cost to repair or replace the damaged building. Over the past 19 years, there have been only two claims totaling \$281,000 for losses to covered bonded buildings. This translates to less than \$15,000 per year in average claims cost. This appropriation is requested on an estimated basis.



## CORE DECISION ITEM

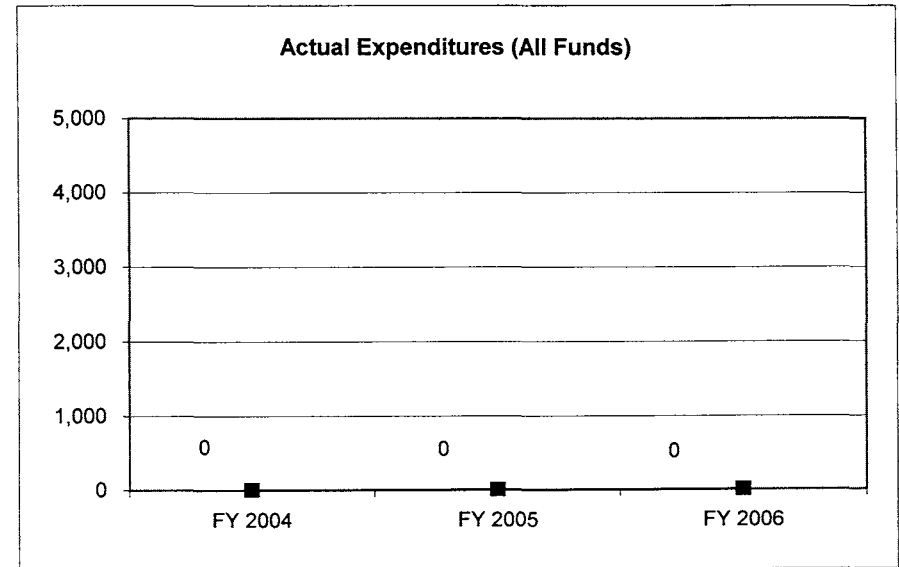
<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31044
<b>Division</b>	Division of General Services		
<b>Core -</b>	Property Preservation Fund		

## 3. PROGRAM LISTING (list programs included in this core funding)

Risk Management

## 4. FINANCIAL HISTORY

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)	1	1	1	1
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1	1	1	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	1	1	1	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	1	1	1	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

An "E" is requested for \$1 from the Property Preservation Fund.

## CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION  
STATE PROPERTY PRSRVTN PMTS

### 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	0	0	1	1	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	
DEPARTMENT CORE REQUEST							
	PD	0.00	0	0	1	1	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	0	0	1	1	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	

**OFFICE OF ADMINISTRATION****DECISION ITEM DETAIL**

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>STATE PROPERTY PRSRVTN PMTS</b>								
<b>CORE</b>								
PROGRAM DISTRIBUTIONS	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - PD	0	0.00	1	0.00	1	0.00	1	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$1</b>	<b>0.00</b>	<b>\$1</b>	<b>0.00</b>	<b>\$1</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$1	0.00	\$1	0.00	\$1	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

## Budget Unit

Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>FLEET VEHICLE REPLACEMENT</b>								
Fleet Replacement - 1300034								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	0	0.00	4,800,000	0.00	2,400,000	0.00
TOTAL - EE	0	0.00	0	0.00	4,800,000	0.00	2,400,000	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>4,800,000</b>	<b>0.00</b>	<b>2,400,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$4,800,000</b>	<b>0.00</b>	<b>\$2,400,000</b>	<b>0.00</b>

**NEW DECISION ITEM**  
**RANK: 8 OF 24**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30990C
<b>Division</b>	General Services		
<b>DI Name</b>	Fleet Replacement	<b>DI#</b>	1300034

### 1. AMOUNT OF REQUEST

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	4,800,000	0	0	4,800,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>4,800,000</b>	<b>0</b>	<b>0</b>	<b>4,800,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	2,400,000	0	0	2,400,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>2,400,000</b>	<b>0</b>	<b>0</b>	<b>2,400,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

### 2. THIS REQUEST CAN BE CATEGORIZED AS:

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input checked="" type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

### 3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

The State Fleet Management Program, Section 37.350, RSMo, has made significant strides in the management of the state vehicle fleet since its inception in 2002. State agencies are required to manage and utilize state vehicles in accordance with the State Vehicle Policy (SP-4). Vehicle data is tracked and maintained in a statewide Fleet Information System managed by OA and then reconciled against Missouri Department of Revenue data on a quarterly basis. Vehicle purchases must now be preapproved by OA. In 2002, the fleet was reduced by 10%. Since that time agencies have continued to eliminate unnecessary vehicles or reassign them to increase their use. Additionally, OA issued a new State Vehicular Travel Policy (SP-12) in 2006 requiring state employees to utilize the lowest cost travel option. This policy has resulted in greater utilization of state vehicles and rental vehicles as opposed to high cost, mileage reimbursement.

**NEW DECISION ITEM**

**RANK:** 8 **OF** 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30990C
<b>Division</b>	General Services		
<b>DI Name</b>	Fleet Replacement	<b>DI#</b>	1300034

While the management of the state vehicle fleet has improved, the condition of the fleet continues to deteriorate after several years of limited funding for vehicle replacements. According to data from the State Fleet Information System there are approximately 1,571 general revenue funded passenger vehicles. These passenger vehicles include sedans, minivans, light duty trucks and SUVs with a gross vehicle weight ratings under 8,500 pounds. These vehicles are utilized by state agencies to transport clients, inmates and employees on official state business.

By the end of FY'07, vehicles in the general revenue passenger fleet will be an average of 9.7 years old with odometer readings averaging 111,788 miles. There are approximately 320, or 20%, of these vehicles with odometer readings in excess of 150,000 miles. There are approximately 678, or 43%, of the general revenue fleet with miles in excess of the new 120,000 mile minimum replacement standard. It is imperative that state agencies have reliable, low cost transportation to conduct state business. As the age and mileage of state vehicles continue to increase, many vehicles are becoming unsafe and unreliable for client and employee transportation. Maintenance expenditures are on the rise. Some state agency pool vehicles are in such poor condition that they are only utilized for local use only which increases the use of rental vehicles for longer trips.

If approved, this funding would provide resources necessary to begin replacement of general revenue passenger vehicles with odometer readings in excess of 150,000 miles. Funding would be directed to replace vehicles used for the transportation of clients, inmates and employees that meet minimum utilization requirements set forth in SP-4.

Vehicles would be lease-purchased through the Master Lease Services Contract at low, tax-exempt rates. Vehicles will be titled and licensed to the State of Missouri and retained by the State after the lease term. There are no prepayment penalties, mileage penalties or excessive wear and tear limitations.

Controls will be established to ensure vehicles are managed in accordance with the State Vehicle Policy. Vehicles will be purchased by OA, titled to OA and then assigned out to state agencies based on the greatest need. Agencies will be required to enter into agreements with OA to properly maintain and utilize vehicles. The agreement will also allow OA to reassign vehicles if they are not utilized to standards set forth in the State Vehicle Policy.

**NEW DECISION ITEM**  
**RANK: 8 OF 24**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30990C
<b>Division</b>	General Services		
<b>DI Name</b>	Fleet Replacement	<b>DI#</b>	1300034

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

FY'06 vehicle data from the State Fleet Information System was utilized to project the future condition of the state vehicle fleet. The average per vehicle cost (including interest) was calculated at \$16,400. Vehicle acquisition cost was estimated using state vehicle contract pricing. Interest estimates were based on contracted rates from the Master Lease Services Contract. Interest is calculated at a certain number of basis points off Treasury Rates. Interest rates are not set until funding so interest estimates are subject to change.

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

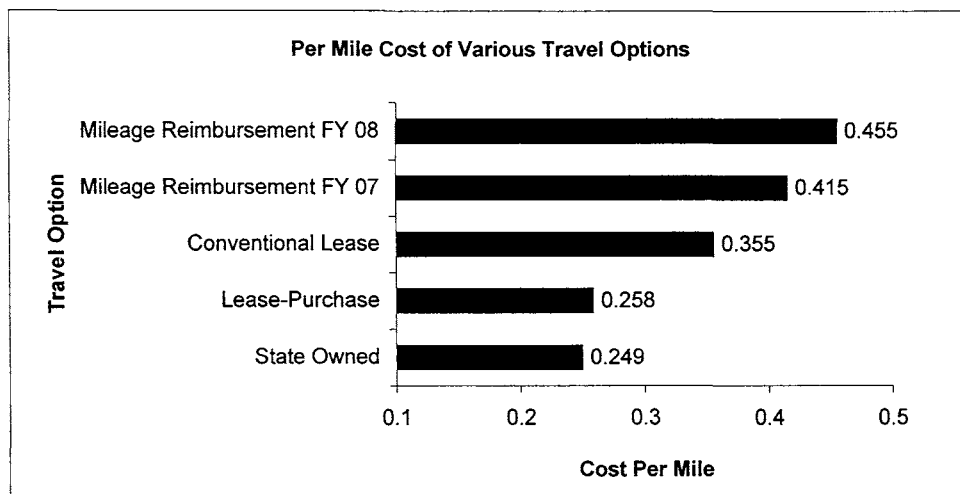
Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>
<b>690 Equipment Rental &amp; Leases</b>	<u>4,800,000</u>						<u>4,800,000</u>		
							0		
							0		
<b>Total EE</b>	<u>4,800,000</u>		<u>0</u>		<u>0</u>		<u>4,800,000</u>		<u>0</u>
Program Distributions							0		
<b>Total PSD</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
Transfers									
<b>Total TRF</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
<b>Grand Total</b>	<u>4,800,000</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>4,800,000</u>	<u>0.0</u>	<u>0</u>

NEW DECISION ITEM  
RANK: 8 OF 24

Department Office of Administration		Budget Unit 30990C							
Division General Services									
DI Name Fleet Replacement		DI# 1300034							
	Gov Rec								
	GR	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec
	DOLLAR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time
Budget Object Class/Job Class	S	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS
							0	0.0	
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
690 Equipment Rental & Leases	2,400,000						2,400,000		
							0		
							0		
							0		
							0		
Total EE	2,400,000		0		0		2,400,000		0
Program Distributions							0		
Total PSD	0		0		0		0		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	2,400,000	0.0	0	0.0	0	0.0	2,400,000	0.0	0



## NEW DECISION ITEM

RANK: 8OF 24Department Office of AdministrationBudget Unit 30990CDivision General ServicesDI Name Fleet ReplacementDI# 1300034**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional****6a. Provide an effectiveness measure.****6b. Provide an efficiency measure.  
N/A****6c. Provide the number of clients/individuals served, if applicable.**

N/A

**6d. Provide a customer satisfaction measure, if available.**

N/A

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>FLEET VEHICLE REPLACEMENT</b>								
Fleet Replacement - 1300034								
MOTORIZED EQUIPMENT	0	0.00	0	0.00	4,800,000	0.00	2,400,000	0.00
TOTAL - EE	0	0.00	0	0.00	4,800,000	0.00	2,400,000	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$4,800,000</b>	<b>0.00</b>	<b>\$2,400,000</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$4,800,000	0.00	\$2,400,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

**OFFICE OF ADMINISTRATION****DECISION ITEM SUMMARY**

<b>Budget Unit</b>								
<b>Decision Item</b>	<b>FY 2006</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY 2007</b>	<b>FY 2008</b>	<b>FY 2008</b>	<b>FY 2008</b>	<b>FY 2008</b>
<b>Budget Object Summary</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>DEPT REQ</b>	<b>DEPT REQ</b>	<b>GOV REC</b>	<b>GOV REC</b>
<b>Fund</b>	<b>DOLLAR</b>	<b>FTE</b>	<b>DOLLAR</b>	<b>FTE</b>	<b>DOLLAR</b>	<b>FTE</b>	<b>DOLLAR</b>	<b>FTE</b>
<b>REBILLABLE EXPENSES</b>								
<b>CORE</b>								
<b>EXPENSE &amp; EQUIPMENT</b>								
OA REVOLVING ADMINISTRATIVE TR	4,842,424	0.00	5,000,000	0.00	5,000,000	0.00	5,000,000	0.00
TOTAL - EE	4,842,424	0.00	5,000,000	0.00	5,000,000	0.00	5,000,000	0.00
<b>TOTAL</b>	<b>4,842,424</b>	<b>0.00</b>	<b>5,000,000</b>	<b>0.00</b>	<b>5,000,000</b>	<b>0.00</b>	<b>5,000,000</b>	<b>0.00</b>
<b>Central Mail Services Postage - 1300016</b>								
<b>EXPENSE &amp; EQUIPMENT</b>								
OA REVOLVING ADMINISTRATIVE TR	0	0.00	0	0.00	6,700,000	0.00	6,700,000	0.00
TOTAL - EE	0	0.00	0	0.00	6,700,000	0.00	6,700,000	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>6,700,000</b>	<b>0.00</b>	<b>6,700,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$4,842,424</b>	<b>0.00</b>	<b>\$5,000,000</b>	<b>0.00</b>	<b>\$11,700,000</b>	<b>0.00</b>	<b>\$11,700,000</b>	<b>0.00</b>

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31119
<b>Division</b>	General Services		
<b>Core -</b>	Rebillable Expenses		

## 1. CORE FINANCIAL SUMMARY

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	5,000,000	5,000,000 E
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>5,000,000</b>	<b>5,000,000 E</b>

FTE 0.00 0.00 0.00 0.00

Est. Fringe 0 0 0 0

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Revolving Administrative Trust Fund (0505)

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	5,000,000	5,000,000 E
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>5,000,000</b>	<b>5,000,000 E</b>

FTE 0.00 0.00 0.00 0.00

Est. Fringe 0 0 0 0

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Revolving Administrative Trust Fund (0505)

## 2. CORE DESCRIPTION

Appropriation authority to purchase required raw materials used in the production of final goods and services to state agencies. State Printing, Vehicle Maintenance, Fleet Management and Mail Services primarily use this revolving fund appropriation to purchase inventory (e.g., paper, parts, fuel and postage) and obtain outside services to provide products/services to state agencies. This appropriation may be used to purchase goods or services that are rebilled to state agencies.

The amount of paper, vehicle parts, postage, fuel, services or supplies acquired is directly dependent on the level of demand by agencies. Funds appropriated for rebillable expenses may be used for the purchase of raw materials or goods placed in inventory for later conversion or sale and for services obtained that are necessary to produce the final goods or services. Equipment, maintenance and rebillable coded expenditures required to produce the final goods or services are paid from this appropriation.

This appropriation will also be used to replace property damaged beyond repair through the fault of a third party to the extent recovery is made from the third party or their insurer. This allows state agencies to replace state owned property that is destroyed through the fault of a third party. Under Section 37.452, RSMo, agencies are authorized to use credits from the sale of surplus vehicles toward the purchase of new vehicles through this revolving fund appropriation.

## CORE DECISION ITEM

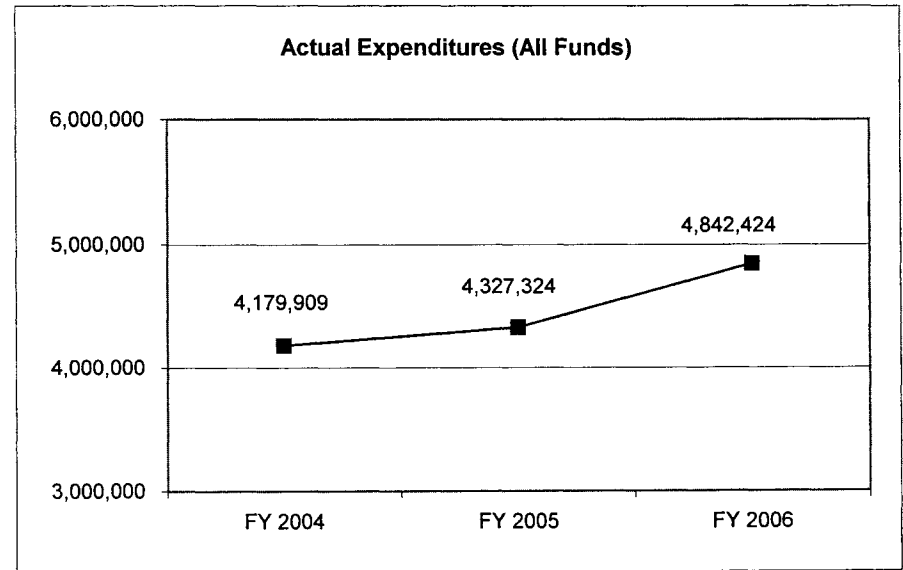
<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31119
<b>Division</b>	General Services		
<b>Core -</b>	Rebillable Expenses		

## 3. PROGRAM LISTING (list programs included in this core funding)

State Printing  
 Vehicle Maintenance  
 Fleet Management  
 Mail Services

## 4. FINANCIAL HISTORY

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>	
Appropriation (All Funds)	#####	5,000,000	5,000,000	5,000,000	E
Less Reverted (All Funds)	0	0	0	N/A	
Budget Authority (All Funds)	#####	5,000,000	5,000,000	N/A	
Actual Expenditures (All Funds)	#####	4,327,324	4,842,424	N/A	
Unexpended (All Funds)	820,091	672,676	157,576	N/A	
Unexpended, by Fund:					
General Revenue	0	0	0	N/A	
Federal	0	0	0	N/A	
Other	820,091	672,676	157,576	N/A	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

An "E" is requested for Other Funds.

**CORE RECONCILIATION DETAIL**

**OFFICE OF ADMINISTRATION  
REBILLABLE EXPENSES**

**5. CORE RECONCILIATION DETAIL**

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	EE	0.00	0	0	5,000,000	5,000,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>5,000,000</b>	<b>5,000,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	0	5,000,000	5,000,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>5,000,000</b>	<b>5,000,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	0	5,000,000	5,000,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>5,000,000</b>	<b>5,000,000</b>	

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>REBILLABLE EXPENSES</b>								
<b>CORE</b>								
M&R SERVICES	2,125	0.00	0	0.00	0	0.00	0	0.00
OTHER EQUIPMENT	736,282	0.00	225,000	0.00	750,000	0.00	750,000	0.00
REBILLABLE EXPENSES	4,104,017	0.00	4,775,000	0.00	4,250,000	0.00	4,250,000	0.00
<b>TOTAL - EE</b>	<b>4,842,424</b>	<b>0.00</b>	<b>5,000,000</b>	<b>0.00</b>	<b>5,000,000</b>	<b>0.00</b>	<b>5,000,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$4,842,424</b>	<b>0.00</b>	<b>\$5,000,000</b>	<b>0.00</b>	<b>\$5,000,000</b>	<b>0.00</b>	<b>\$5,000,000</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$4,842,424</b>	<b>0.00</b>	<b>\$5,000,000</b>	<b>0.00</b>	<b>\$5,000,000</b>	<b>0.00</b>	<b>\$5,000,000</b>	<b>0.00</b>

**NEW DECISION ITEM**  
**RANK:** 16 **OF** 24

<b>Department</b> Office of Administration	<b>Budget Unit</b> <u>31119C</u>
<b>Division</b> General Services	
<b>DI Name</b> Central Mail Services Postage	<b>DI#</b> 1300016

**1. AMOUNT OF REQUEST**

FY 2008 Budget Request					FY 2008 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	6,700,000	6,700,000	EE	0	0	6,700,000	6,700,000
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>6,700,000</b>	<b>6,700,000</b> E	<b>Total</b>	<b>0</b>	<b>0</b>	<b>6,700,000</b>	<b>6,700,000</b> E
 FTE	 0.00	 0.00	 0.00	 0.00	 FTE	 0.00	 0.00	 0.00	 0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: OA Revolving Administrative Trust Fund (0505)

Other Funds: OA Revolving Administrative Trust Fund (0505)

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input checked="" type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	



## NEW DECISION ITEM

RANK: 16 OF 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31119C
<b>Division</b>	General Services		
<b>DI Name</b>	Central Mail Services Postage	<b>DI#</b>	1300016

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

Mail services are currently provided in a decentralized fashion for state agencies operating in Jefferson City. Each agency operates independent mailrooms to receive, distribute and process their mail, which creates considerable duplication of effort, equipment, vehicles and personnel. Agencies report 99 FTEs working in 30 mailrooms occupying over 36,750 sq. ft. of state office space. These agencies drive 35 vehicles more than 249,000 miles per year to pick-up and deliver mail for area state offices. The total annual expenditures for these agency-run mail operations exceed \$19 million. Decentralized operations limit the state's ability to efficiently utilize existing resources.

In December 2005, the Commissioner of Administration established an interagency committee to evaluate options for improving the efficiency of state agency mail services. This committee, composed of representatives from all executive agencies, worked together over several months and recommended the internal consolidation of mail services using a phased-in approach. All Executive branch agencies except for MoDOT, Conservation, Revenue and Social Services will consolidate in Phase I which is planned for early FY 08. Revenue and Social Services will be added in Phase II once the initial consolidation has been fully established and is functioning efficiently.

This decision item will provide additional appropriation authority to purchase postage on behalf of state agencies. Postage purchased and placed on meters will be charged to using agencies through the revolving fund. Agencies will pay the revolving fund from their current appropriations.

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

Actual FY 06 postage expenditures by the agencies were adjusted by the proposed FY 07 USPS rate increase to determine the required increase to the billable appropriation.

**NEW DECISION ITEM**

RANK: 16 OF 24

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31119C
<b>Division</b>	General Services		
<b>DI Name</b>	Central Mail Services Postage	<b>DI#</b>	1300016

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>
Rebillable Expenses					6,700,000		6,700,000		
							0		
<b>Total EE</b>	<u>0</u>		<u>0</u>		<u>6,700,000</u>		<u>6,700,000</u>		<u>0</u>
Program Distributions							0		
<b>Total PSD</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
Transfers									
<b>Total TRF</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
<b>Grand Total</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>6,700,000</u>	<u>0.0</u>	<u>6,700,000</u>	<u>0.0</u>	<u>0</u>

## NEW DECISION ITEM

RANK: 16 OF 24

<b>Department</b>	Office of Administration			<b>Budget Unit</b> <u>31119C</u>						
<b>Division</b>	General Services									
<b>DI Name</b>	Central Mail Services Postage			<b>DI#</b> 1300016						
					</					

NEW DECISION ITEM  
RANK: 16 OF 24

Department	Office of Administration	Budget Unit	31119C
Division	General Services		
DI Name	Central Mail Services Postage	DI#	1300016

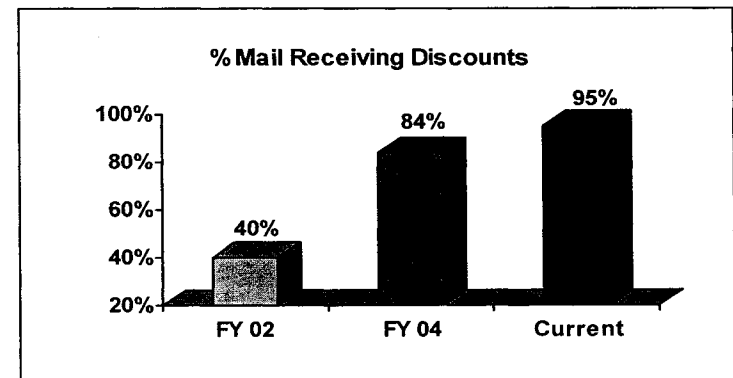
6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

6a. Provide an effectiveness measure.

*Consolidation - Phase I Savings*

Postage 5%

6b. Provide an efficiency measure.



6c. Provide the number of clients/individuals served, if applicable.

Outgoing Mail Volume 13,000,000

6d. Provide a customer satisfaction measure, if available.

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

**OFFICE OF ADMINISTRATION****DECISION ITEM DETAIL**

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>REBILLABLE EXPENSES</b>								
Central Mail Services Postage - 1300016								
REBILLABLE EXPENSES	0	0.00	0	0.00	6,700,000	0.00	6,700,000	0.00
TOTAL - EE	0	0.00	0	0.00	6,700,000	0.00	6,700,000	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$6,700,000</b>	<b>0.00</b>	<b>\$6,700,000</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$6,700,000	0.00	\$6,700,000	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>LEGAL EXPENSE FUND-TRANSFER</b>								
<b>CORE</b>								
FUND TRANSFERS								
GENERAL REVENUE	0	0.00	6,000,000	0.00	6,000,000	0.00	6,000,000	0.00
OA REVOLVING ADMINISTRATIVE TR	0	0.00	25,000	0.00	25,000	0.00	25,000	0.00
CONSERVATION COMMISSION	0	0.00	130,000	0.00	130,000	0.00	130,000	0.00
PARKS SALES TAX	0	0.00	2,286	0.00	2,286	0.00	2,286	0.00
SOIL AND WATER SALES TAX	0	0.00	149	0.00	149	0.00	149	0.00
STATE HWYS AND TRANS DEPT	0	0.00	600,000	0.00	600,000	0.00	600,000	0.00
TOTAL - TRF	0	0.00	6,757,435	0.00	6,757,435	0.00	6,757,435	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>6,757,435</b>	<b>0.00</b>	<b>6,757,435</b>	<b>0.00</b>	<b>6,757,435</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$6,757,435</b>	<b>0.00</b>	<b>\$6,757,435</b>	<b>0.00</b>	<b>\$6,757,435</b>	<b>0.00</b>

## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31122
<b>Division</b>	Division of General Services		
<b>Core -</b>	Legal Expense Fund Transfer		

**1. CORE FINANCIAL SUMMARY**

	FY 2008 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	6,000,000	0	757,435	6,757,435 E
<b>Total</b>	<b>6,000,000</b>	<b>0</b>	<b>757,435</b>	<b>6,757,435 E</b>

<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Several Funding Sources (see below)

	FY 2008 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	6,000,000	0	757,435	6,757,435 E
<b>Total</b>	<b>6,000,000</b>	<b>0</b>	<b>757,435</b>	<b>6,757,435 E</b>

<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Several Funding Sources (see below)

**2. CORE DESCRIPTION**

Appropriation to fund transfers to the State Legal Expense Fund on an as needed basis for the payment of claims, premiums and expenses as provided by Sections 105.711 et seq. RSMo.

Other funds are:

- \$ 25,000E Office of Administration Revolving Administrative Trust Fund
- 130,000E Conservation Commission Fund
- 600,000E State Highways and Transportation Department Fund
- 2,286E Parks Sales Tax
- 149E Soil and Water
- \$ 757,435E TOTAL**

**3. PROGRAM LISTING (list programs included in this core funding)**

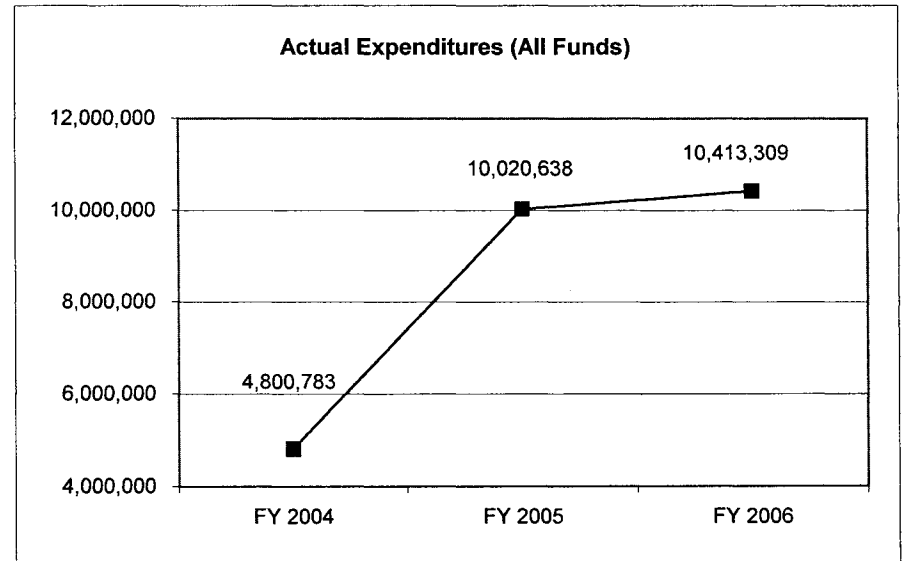
Risk Management

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31122
<b>Division</b>	Division of General Services		
<b>Core -</b>	Legal Expense Fund Transfer		

## 4. FINANCIAL HISTORY

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)	5,087,461	10,428,838	10,944,004	6,757,435
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	5,087,461	10,428,838	10,944,004	N/A
Actual Expenditures (All Funds)	4,800,783	10,020,638	10,413,309	N/A
Unexpended (All Funds)	286,678	408,200	530,695	N/A
Unexpended, by Fund:				
General Revenue	49,543	121,360	141,623	N/A
Federal	0	0	0	N/A
Other	237,135	286,840	389,072	N/A
	<b>(1)</b>	<b>(2)</b>	<b>(3)</b>	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### NOTES:

An "E" is requested for all funds.

(1) Estimated appropriation increased \$300,000 GR; \$25,971 Parks Sales Tax; \$4,055 Soil and Water Sales Tax

(2) Estimated appropriation increased \$1,600,000 GR; \$2,000,000 State Parks Earnings; \$2,067,253 Parks Sales Tax; \$4,150 Soil and Water Sales Tax

(3) Estimated appropriations increased \$6,190,000 GR; \$14,701 Parks Sales Tax; \$6,868 Soil and Water Sales Tax



## CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION  
LEGAL EXPENSE FUND-TRANSFER

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	6,000,000	0	757,435	6,757,435	
	<b>Total</b>	<b>0.00</b>	<b>6,000,000</b>	<b>0</b>	<b>757,435</b>	<b>6,757,435</b>	
DEPARTMENT CORE REQUEST							
	TRF	0.00	6,000,000	0	757,435	6,757,435	
	<b>Total</b>	<b>0.00</b>	<b>6,000,000</b>	<b>0</b>	<b>757,435</b>	<b>6,757,435</b>	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	6,000,000	0	757,435	6,757,435	
	<b>Total</b>	<b>0.00</b>	<b>6,000,000</b>	<b>0</b>	<b>757,435</b>	<b>6,757,435</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>LEGAL EXPENSE FUND-TRANSFER</b>								
<b>CORE</b>								
FUND TRANSFERS	0	0.00	6,757,435	0.00	6,757,435	0.00	6,757,435	0.00
TOTAL - TRF	0	0.00	6,757,435	0.00	6,757,435	0.00	6,757,435	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$6,757,435</b>	<b>0.00</b>	<b>\$6,757,435</b>	<b>0.00</b>	<b>\$6,757,435</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$6,000,000	0.00	\$6,000,000	0.00	\$6,000,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$757,435	0.00	\$757,435	0.00	\$757,435	0.00

**OFFICE OF ADMINISTRATION****DECISION ITEM SUMMARY**

<b>Budget Unit</b>								
<b>Decision Item</b>	<b>FY 2006</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY 2007</b>	<b>FY 2008</b>	<b>FY 2008</b>	<b>FY 2008</b>	<b>FY 2008</b>
<b>Budget Object Summary</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>DEPT REQ</b>	<b>DEPT REQ</b>	<b>GOV REC</b>	<b>GOV REC</b>
<b>Fund</b>	<b>DOLLAR</b>	<b>FTE</b>	<b>DOLLAR</b>	<b>FTE</b>	<b>DOLLAR</b>	<b>FTE</b>	<b>DOLLAR</b>	<b>FTE</b>
<b>LEGAL EXPENSE FUND</b>								
<b>CORE</b>								
EXPENSE & EQUIPMENT								
STATE LEGAL EXPENSE	0	0.00	6,757,435	0.00	6,757,435	0.00	6,757,435	0.00
TOTAL - EE	0	0.00	6,757,435	0.00	6,757,435	0.00	6,757,435	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>6,757,435</b>	<b>0.00</b>	<b>6,757,435</b>	<b>0.00</b>	<b>6,757,435</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$6,757,435</b>	<b>0.00</b>	<b>\$6,757,435</b>	<b>0.00</b>	<b>\$6,757,435</b>	<b>0.00</b>

### CORE DECISION ITEM

<b>Department</b>	Office of Administration		<b>Budget Unit</b>	31123
<b>Division</b>	Division of General Services			
<b>Core -</b>	Legal Expense Fund			

#### 1. CORE FINANCIAL SUMMARY

	FY 2008 Budget Request				
	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	6,757,435	6,757,435	E
PSD	0	0	0	0	
TRF	0	0	0	0	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>6,757,435</b>	<b>6,757,435</b>	<b>E</b>

FTE	0.00	0.00	0.00	0.00
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<i>Est. Fringe</i>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

	FY 2008 Governor's Recommendation				
	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	6,757,435	6,757,435	E
PSD	0	0	0	0	
TRF	0	0	0	0	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>6,757,435</b>	<b>6,757,435</b>	<b>E</b>

FTE	0.00	0.00	0.00	0.00
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<i>Est. Fringe</i>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: State Legal Expense Fund (0692)

Other Funds: State Legal Expense Fund (0692)

#### 2. CORE DESCRIPTION

Core appropriation from the State Legal Expense Fund, a self-funded mechanism established under Section 105.711 et seq., RSMo to pay liability claims against the state, its officers, or employees and to purchase certain insurance when deemed necessary.

#### 3. PROGRAM LISTING (list programs included in this core funding)

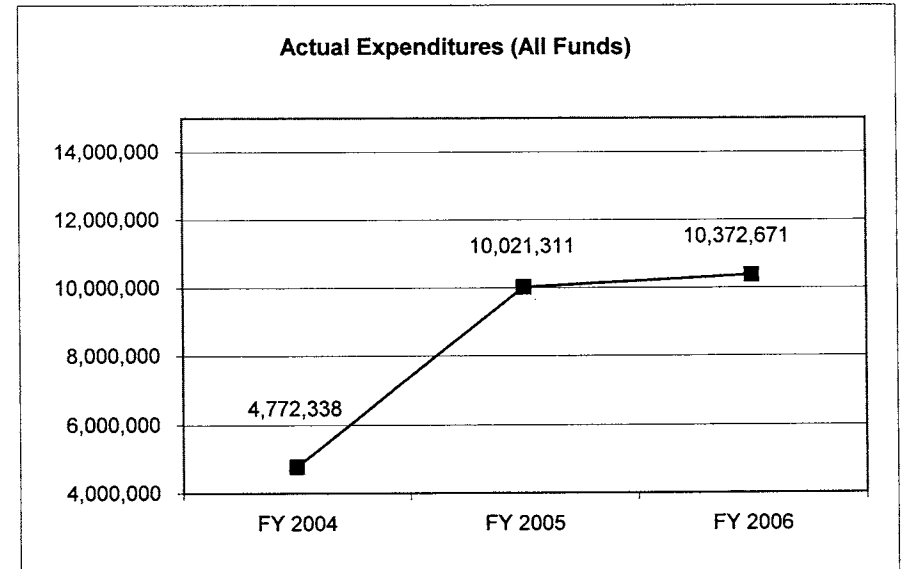
Risk Management

## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31123
<b>Division</b>	Division of General Services		
<b>Core -</b>	Legal Expense Fund		

## 4. FINANCIAL HISTORY

	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Current Yr.</b>
Appropriation (All Funds)	4,772,485	10,027,435	10,507,435	6,757,435
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	4,772,485	10,027,435	10,507,435	N/A
Actual Expenditures (All Funds)	4,772,338	10,021,311	10,372,671	N/A
Unexpended (All Funds)	147	6,124	134,764	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	147	6,124	134,764	N/A
	<b>(1)</b>	<b>(2)</b>	<b>(3)</b>	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

An "E" is requested for payments from the Legal Expense Fund.

(1) Estimated appropriation increased \$15,050 in FY 04.

(2) Estimated appropriation increased \$5,270,000 in FY 05.

(3) Estimated appropriation increased \$5,750,000 in FY 06.

**CORE RECONCILIATION DETAIL**

**OFFICE OF ADMINISTRATION**

**LEGAL EXPENSE FUND**

**5. CORE RECONCILIATION DETAIL**

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	EE	0.00	0	0	6,757,435	6,757,435	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>6,757,435</b>	<b>6,757,435</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	0	6,757,435	6,757,435	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>6,757,435</b>	<b>6,757,435</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	0	6,757,435	6,757,435	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>6,757,435</b>	<b>6,757,435</b>	

## OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2006	FY 2006	FY 2007	FY 2007	FY 2008	FY 2008	FY 2008	FY 2008
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>LEGAL EXPENSE FUND</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	0	0.00	1,435	0.00	1,435	0.00	1,435	0.00
TRAVEL, OUT-OF-STATE	0	0.00	5,000	0.00	5,000	0.00	5,000	0.00
PROFESSIONAL SERVICES	0	0.00	3,500,000	0.00	3,500,000	0.00	3,500,000	0.00
OTHER EQUIPMENT	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
MISCELLANEOUS EXPENSES	0	0.00	3,250,000	0.00	3,250,000	0.00	3,250,000	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>6,757,435</b>	<b>0.00</b>	<b>6,757,435</b>	<b>0.00</b>	<b>6,757,435</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$6,757,435</b>	<b>0.00</b>	<b>\$6,757,435</b>	<b>0.00</b>	<b>\$6,757,435</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$6,757,435</b>	<b>0.00</b>	<b>\$6,757,435</b>	<b>0.00</b>	<b>\$6,757,435</b>	<b>0.00</b>